



Photograph By Jason Ordaz

Institute of American Indian and Alaska



Native Culture and Arts Development
Virtual Board of Trustees Meeting
February 12, 2021

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**INSTITUTE OF AMERICAN INDIAN AND ALASKA NATIVE
CULTURE AND ARTS DEVELOPMENT
VIRTUAL BOARD OF TRUSTEES MEETING
February 2021**

Wednesday, February 10, 2021

Audit Committee Meeting with Jaramillo Accounting Group 9:00 AM – 10:00 AM

Friday, February 12, 2021

**Combined Committee and General Session Meetings
11:00 AM – 11:55 AM**

(Board resolutions will be moved and voted on as they arise, rather than at the end of the meeting)

- I. Call to order – Loren Kieve, Chair
- II. Invocation
- III. Determination of a Quorum
- IV. Approval of Agenda
- V. Approval of Minutes – November 2020
- VI. Committee Reports and Action Items
 - Audit Committee, Bidtah Becker, Chair
 - Audit Presentation – Jaramillo Accounting Group
 - Resolution 2021-001 – FY 2020 Audit Acceptance
 - Finance Committee, Ann Marie Bledsoe Downs, Chair
 - Resolution 2021-002 -1st Qtr. Gift Acceptance
 - Resolution 2021-003 MacKenzie Scott Gift to Endowment

Town Hall Meeting with Faculty Council 12:00 PM – 1:00 PM
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**Committee Meetings (continued) and General Session
1:00 PM – 3:00 PM**

- VI. Committee Reports and Action Items (continued)
 - Institutional Advancement, JoAnn Balzer, Chair
 - New Staff
 - Year-end Results
 - 2021 Plans and Foundation Update
 - Capacity Building Review by CCS
 - Academic Committee, Princess Johnson, Chair
 - Academic Division
 - Enrollment Management
 - Student Life Division
 - Museum Committee, Beverly Morris, Chair

General Session

VII. Reports

- President's Office
 - Institutional Research
 - Marketing and Communications
 - Office of Sponsored Programs
- Associated Student Government
- Alumni Council

VIII. Old Business

IX. New Business

X. Executive Session (*if necessary*)

XI. Adjourn

“The Shed”

4:00 PM – 5:00 PM

A social gathering where we can all catch up on the important (or at least fun, if not important) things we are doing. Everyone will be expected to give a short talk (a minute or two) followed by questions and dialogue.

We will send out recipes for Silver Coin Margaritas. Participants will have to use their own discretion on whether to add or subtract any ingredients. Guacamole and chips are also at the participant's option.



IAIA Board of Trustees 2021 Schedule of Meetings

February 12, 2021	Friday	Town Hall Committee Meetings and General Session	12:00 p.m. – 1:00 p.m. 11:00 a.m. – 3:00 p.m.
<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: Tuesday, May 12th and Saturday, May 16th (late afternoon) or Sunday, May 17th</i>			
<i>*Due to the COVID-19 pandemic, meeting dates are subject to change</i>			
August 18, 2021	Wednesday	IAIA Gala	5:30 p.m. – 9:00 p.m.
August 19, 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 17th or Wednesday, August 18th, and Friday, August 20th</i>			
<i>*Due to the COVID-19 pandemic, meeting dates are subject to change</i>			
November 4, 2021	Thursday	Open House	3:00 p.m. – 6:00 p.m.
November 5, 2021	Friday	Committee Meetings	9:00 a.m. – 4:00 p.m.
November 6, 2021	Saturday	General Session	9:00 a.m. – 4:00 p.m.
<i>*Travel Days: Wednesday, November 3rd or Thursday, November 4th, and Saturday, November 6th (late afternoon of Sunday, November 7th)</i>			
<i>*Due to the COVID-19 pandemic, meeting dates are subject to change</i>			

IAIA Board of Trustees Committees and Liaisons

February 2021

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

Friday, November 13, 2020
LKN Welcome Center Board Room

1:00 PM – 3:00 PM

Board Members:	Loren Kieve, Chair Charles Galbraith Dr. Deborah Goodman Ann Marie Downes Barbara Ells	Dr. Robert Martin Larry Roberts Brenda Kingery Bidtah Becker JoAnn Balzer	Beverly Morris Andrea Sanders Molly Sabori
Absent:	Princess Johnson	Dr. Matthew Snipp	
Staff:	Angie Brown Laurie Logan Brayshaw Nena Martinez Anaya Danyelle Means Felipe Colon Tatiana Lomahaftewa-Singer Todd Spilman Elissa Wheeler	Dr. William Sayre Patsy Phillips Eric Davis Roanna Shebala Lara Evans Winoka Yepa Sherry Kelsey Melanie Kirby	Larry Mirabal Paul Moore Aimee Balthazar Manny Ramirez Colin Fraser Teresa Quintana Jesse Morris Teresa Quintana
Guests:	Stock Colt	Michael Petit	Sheryl Kelsey

I. Call to Order

Loren Kieve, Chair, called the meeting to order at 1:03 PM (MST)

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 August 2020 meeting was made by Beverly Morris and seconded by Larry Roberts. The vote was unanimous.

VI. Committee Reports and Action Items

Finance Committee - Ann Marie Bledsoe Downes, Chair

Larry Mirabal provided the following budget summary and project updates.

Budget to Actuals

With one month remaining in the fiscal year, expenses were tracking at 11% under budget. Despite the pandemic, this has remained consistent throughout the second half of FY'20, with the highest savings in catering, travel, and training.

Statement of Revenues

The Institute budgeted for a flat year at \$10.21 million but received an increase of \$248,000 in its core appropriation, raising it to \$10.458 million.

The college achieved 132% of projected non-appropriation revenue resulting primarily from the additional CARES Act funding the college received from the federal government.

Schedules of Revenues and Expenditures

Advancement's general contributions are up compared to last year, and scholarship contributions remain even with last year. Expenses were down by \$23,000 as compared to the same time last year.

The museum shop is down \$100,000 for the year because of the pandemic and the shutdown. As online sales continue to increase, the shop expects to recover in FY'21. The campus bookstore did not experience the same impact as the museum shop because they generate most of their revenue from the textbook program and are close to where they were last year.

Revenue for conference services dropped from \$222,894 in FY'19 to \$40,700 in FY'20 because of the pandemic; the summer conference season and room rentals were canceled.

Endowment – period ending 9/30/20

The endowment was up 6.01% from the prior quarter and up 3.38% YTD. The temporary restricted was up 3.15% on September 30 from the prior quarter and up 5.15% YTD. First-Citizens Bank Wealth Management Team is predicting a robust economic recovery by mid-year 2021.

Strategic Priorities process

The Budget Action Team reviewed 16 proposals for onetime non-cyclical projects totaling \$345,000 submitted by the departments that must tie back to one of the strategic priorities and Plan'22. The team vetted each proposal and made its

recommendations. They included capital projects, equipment purchases, and safety enhancements in the measures for funding.

Capital Projects

Window replacements in family housing are complete. Facilities have upgraded the college's security camera system from 29 to 52 operational cameras. Phase II of the HVAC replacement project on the Academic Building is nearing completion. The emergency backup generator installation is complete and functioning. The IT fiber project's upgrade is also complete; they have selected a vendor to upgrade the campus network infrastructure. The upgrades will improve internet connectivity in campus housing.

Work has begun on the Research Center with two design teams. Design work will begin within a few weeks, with full completion of the project by Spring'22.

Along with Facilities, the Student Success Center is currently working on various ADA projects funded by the State of New Mexico General Obligation Bond.

The Committee brought forward the following resolutions for consideration:

Resolution 4th Qtr. Gift Acceptance

JoAnn Balzer moved to accept **Resolution 2020 - 017 FY'2020 - Fourth 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 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

Seconded By: Barbara Ells

Outcome: Passed by unanimous vocal approval.

Resolution Adoption of Tuition and Fees Through 23-24

Brenda Kingery moved to accept **Resolution 2020 – 018 Adoption of Tuition and Fees Through 23-24.**

Be it resolved that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development concurs with the President's recommendation and adopts the tuition and fee schedule.

Seconded By: Beverly Morris

Outcome: Passed by unanimous vocal approval.

Resolution Change of Authorized Signers

Bidtah Becker moved to accept Resolution **2020 - 019 Change Authorized Account Signers.**

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.

Robert Martin, President

Laurie Logan-Brayshaw, Director of Sponsored Programs

Lawrence Mirabal, Chief Financial Officer

Nena Martinez-Anaya, Chief Admissions & Student Success Officer

Seconded By: Brenda Kingery

Outcome: Passed by unanimous vocal approval.

Academic Committee Larry Roberts on behalf of Princess Johnson, Chair

Felipe Colon summarized the Academic work plan with emphases on technology and adapting to the changes caused by the COVID pandemic. The plan included the following.

- Developing an online learner course to acquaint students with the learning management system and IAIA online teaching methods.
- Upgrading the Digital Dome and creating an operation manual to train faculty, staff, and students.
- Developing a Cinematic Art/Studio Arts Hybrid Degree in Interactive Arts & Game Design.

The health and wellness program will offer Zoom sessions to the IAIA community to incorporate physical fitness and healthy eating during this pandemic.

Lara Evans announced that Margaret A Cargill Philanthropies had invited IAIA to renew their grant. Funding will be available at the end of May 2021. She also has completed the application to request funding from the Ford Foundation to expand the Artist-in-Residence Program. She will work with the Mellon Foundation to seek funding for the next phase of the Research Center.

Nena Martinez Anaya shared highlights from the enrollment report. The FTE enrollment has decreased 5% this year, which is lower than the 19% anticipated. There are 13 new freshmen enrolled for Spring'21; they accepted three new freshmen for Fall'21. One of Admission's goals is to increase enrollment by providing recruitment training and include the Trustees in recruiting. Andrea Sanders would like a breakdown of the Alaska Native members to be consistent with the other Native Tribes in the next report.

There were no questions for Paul Moore on the Student Life Report. He shared that the Counseling Department now has two reciprocal licensures in Arizona and North Dakota. These licensures will allow IAIA Counselors to help students outside of New Mexico. Because of the pandemic and the increase in stress and anxiety, Student Life encourages faculty, staff, and students to enroll in the Question, Persuade, Refer (QPR) Suicide Prevention training.

The Activities Department holds online beading circles for students on campus and six other states, allowing them to become part of a community while working on projects and having meaningful discussions.

Institutional Advancement Committee, JoAnn Balzer, Chair

JoAnn Balzer acknowledged the following Foundation Board members; Chairman Stock Colt, Sheryl Kelsey, and new member Michael Pettit.

Danyelle Means provided an overview of the Office of Institutional Advancement's 2021 Fundraising Plan, outlining its fundraising strategy. The plan includes increasing major gifts cultivation and solicitation, focusing on stewardship of current and new scholarship/grant donors. Next, they plan on increasing scholarship gala revenue and Alumni Associations scholarship giving. They will develop virtual events for President's Circle members and expand the Lloyd Kiva New Legacy Circle. The plan will serve as a fundraising template that can be changed, enhanced, and modified.

The Committee brought forward the following resolution for consideration:

Resolution 2021 Advancement Fundraising Plan

JoAnn Balzer moved to accept Resolution **2020 - 020 2021 Advancement Fundraising Plan.**

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.

Seconded by: Beverly Morris

Outcome: Passed by unanimous vocal approval.

Museum Committee, Beverly Morris, Chair

Patsy Phillips announced that MoCNA is one of twenty Black, Indigenous, and People of Color (BIPOC) arts organizations identified by the Ford Foundation as "America's Cultural Treasures." They will receive \$1.5 million over four years in addition to technical assistance services.

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, highlighting IAIA's and the Museum collection's role in the birth of the contemporary Native arts movement.

VII. General Session

President's Report

The New Mexico Department of Higher Education issued a news release announcing that voters have approved \$156 million for critical safety and infrastructure improvements to 33 higher education institutions via General Obligation Bond C. IAIA will receive \$700,000 next summer for the establishment of the Research Center. General Obligation Bond B was also approved and will be another funding source to support the library, especially in digital acquisitions and E-books.

In December, the college will go before the Legislative Finance Committee and request an additional \$700,000 from the severance tax bond for the Research Center. Andrea Sanders proposed incorporating Storytelling into the Research Center's building name. Dr. Martin will meet with Lara Evans and Felipe Colon to discuss incorporating Storytelling into the name and report on this in February.

Governor Michelle Lujan Grisham issued updated health orders calling for New Mexicans to be sheltered through November 30 for all nonessential activities. We do not know how this will impact IAIA until we receive further clarification. The Department of Higher Education will provide additional guidance on how the health order will impact higher education institutions in the state.

Dr. Martin will encourage students living in the Residential Center and in the Family Housing apartments to remain on campus during the Thanksgiving Holiday break. However, for those students who plan to leave, Dr. Martin will urge them not to return to campus until the spring semester since in-person courses have concluded, and the remainder of the coursework is exclusively online. Students who do not return to campus after the break may be eligible for a prorated room and board refund. Information Technology will work with students on connectivity and computer issues to continue their classes online.

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

Jonathan Breaker has reached out to many people across the country, encouraging them to enroll in continuing education courses with people as far as Canada are participating in the classes. One of the pandemic upsides is that people are taking advantage of Zoom classes, which has increased continuing education enrollment.

Laurie Logan Brayshaw introduced Melanie Kirby, the new Extension Educator, who will develop and deliver agricultural educational outreach programs. In addition, Teresa Quintana, the new Program Associate, is working on Land-Grant classes and workshops along with Land-Grant outreach. She will also assist in developing material for the Land-Grant website.

The Land-Grant Program has been invited to serve as a co-facilitator on a Digital Storytelling workshop for indigenous youth this coming year.

Associated Student Government

There were no questions for Molly Sabori's Associated Student Government Report.

Alumni Council

There were no questions for Manny Ramirez's Alumni Council Report.

VIII. Old Business

Loren Kieve made a motion to adopt the Board Goals 20-21. Larry Roberts seconded the motion. The Board Goals for 20-21 were adopted by unanimous vocal approval.

IX. New Business

No new business was proposed.

X. Executive Session

No executive session.

XI. Adjourn

Beverly Morris made a motion to adjourn the General Session at 3:10 PM. Barbara Ells seconded the motion. It was passed by unanimous vocal approval.

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

RESOLUTION # 2021- 001

February 13, 2021

Whereas, the Chief Financial Officer of the Institute of American Indian Arts has reviewed and recommends the acceptance of the audit of the Fiscal Year 2020; October 1, 2019, through September 30, 2020.


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 Chief Financial Officer and accepts said audit, for the Fiscal Year 2020.

Offered by: Bidtah Becker

Seconded by: Barbara Ells

Vote: Aye _____ Nay _____

Attachments: Yes _____ No **X**


Deborah Goodman, Secretary

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

RESOLUTION # 2021 – 002

DATE: 02/12/2021

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 October 1, 2020, through December 31, 2020, which are listed below:

1st Quarter (October 1 – December 31, 2020)

Gifts of \$ 5,211,614	\$	20,262 Scholarships & Endowments;
	\$	5,005,000 General Donations & Museum Memberships;
	\$	186,352 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: JoAnn Balzer

Seconded by: Bidtah Becker

Vote: Aye _____ Nay _____

Attachments: Yes _____ X _____ No _____

Deborah Goodman
Deborah Goodman, Secretary

SCHEDULE OF GIFT REVENUE
For the Quarter Ending December 31, 2020

FISCAL YEAR 2021	IAIA				1ST QTR
<u>IAIA TRUST</u>	<u>Fund</u>	<u>Oct-20</u>	<u>Nov-20</u>	<u>Dec-20</u>	<u>Total</u>
American Indian College Fund	3104	5,262			5,262
Johnson Scholarship Foundation Entrepreneurship	3134 D			15,000	15,000
TOTAL SCHOLARSHIPS/AWARDS		5,262	0	15,000	20,262
General Donations	5001				0
MUSEUM MEMBERSHIP	5004	1,270	1,710	2,020	5,000
Northern Trust 2020 Fund	5005			5,000,000	5,000,000
TOTAL - UNRESTRICTED		1,270	1,710	5,002,020	5,005,000
USDOE Title III - Academics Visiting Faculty Program	4430/05	20,305		7,259	27,564
USDOE Title III - Counseling Program	4430/08	2,497		2,697	5,194
USDOE Title III - Cinema Arts Computer Equipment	4430/09			1,327	1,327
USDOE Title III - Archives Shelving/Museum Collection Shelving	4430/10			49,976	49,976
USDOE Title III - EMSI Analyst & Alumni Insight	4430/14	3,090			3,090
Title III USDOE - MFA Studio Arts Development	4430/16	10,340		6,506	16,847
Title III USDOE - ASL Interpreters	4430/18	5,591		4,247	9,838
USDOE Title III - HVAC Renovation	4542/07			72,517	72,517
TOTAL - RESTRICTED		41,823	0	144,530	186,352
TOTAL CUMULATIVE - QTD		48,355	1,710	5,161,550	5,211,614

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

RESOLUTION # 2021 - 003

February 12, 2021

Whereas, the quasi-endowment is an unrestricted component of the endowment pool, under the purview of the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development; and

Whereas, the Institute of American Indian and Alaska Native Culture and Arts Development has received a substantial \$5 million-dollar unrestricted gift from Mackenzie Scott; and

Whereas, IAIA administration has recommended a comprehensive spending plan for the Mackenzie Scott gift that calls for \$2.8 million to be added to IAIA's endowment; and

Whereas, the Board of Trustees concurs with the IAIA administration's recommendation to transfer \$2.8 million to the quasi-endowment from the temporarily restricted account where it is currently invested; therefore

Be it resolved, that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development approves the transfer of \$2.8 million of the Mackenzie Scott gift in the temporarily restricted account to the quasi-endowment, for investment in the larger endowment asset pool.

Offered by: Beverley Morris

Seconded by: Larry Roberts

Vote: Aye: X Nay: _____

Attachments: Yes: _____ No: X

Deborah Goodman
Board Secretary, Deborah Goodman

February 23, 2021
Date

To: IAIA Board of Trustees
From: Robert Martin, President
Date: February 2021
Subject: President's Quarterly Report

Mission Objective I: Improve Student Success

A. Increase Resources for Students

- The American Indian College Fund awarded a \$63,000 2021 COVID Aid for Student Success grant to support first time entering students to enroll and attend the college and/or support current student persistence to graduation.
- Comcast Corporation and NBCUniversal News Group awarded a \$500,000 two-year grant to IAIA to support educating and training future journalists, content creators and to advance digital equity. The initiative will fund a curated onsite curriculum, hands-on learning experience with NBCUniversal News Group journalists, student scholarships and internships, and support for expanding our journalism program. Some of the journalists may include:

Chiara Sottile is a producer and reporter for NBC News based in San Francisco. Her job is to help people tell their stories on national broadcasts like *NBC Nightly News with Lester Holt* and *The TODAY Show*.

Ali Velshi is an MSNBC Anchor and Business Correspondent for NBC News and MSNBC.

Melissa Lee is the host of CNBC's *Fast Money*, which originates from the Nasdaq's MarketSite studio in New York's Times Square.

- The 4th COVID-19 Relief Package (\$900 Billion) will provide \$713,431 to IAIA from the Department of Education. We do not yet know the amounts that IAIA will receive from the TCU Minority Serving Institutions Fund (\$82 million) and Bureau of Indian Affairs TCU Fund of \$163.7 million. Authorized uses for the funds include defraying expenses associated with coronavirus, student support activities addressing COVID – 19 related needs, and financial aid grants to students.

A. Improve retention and completion

- Student enrollment for the 2021 Spring Semester is 402 full-time equivalent (FTE), representing a 14% decrease in contrast to the 470 FTE student enrollment for the 2020 Spring Semester. We believe that many students have

stopped out due to the length of the pandemic, which is becoming a national trend.

- During the 2020 pandemic year, IAIA graduated 92 students in May and 33 students in December for a total of 125 students. Given the disruption and challenges presented by the pandemic, this is especially noteworthy, and I commend the students for their persistence in the pursuit of their academic goals.

B. Develop student leadership skills

- The Associated Student Government (ASG) elections were scheduled for the fall semester but did not occur because of a lack of candidates for the officer positions. We plan to implement initiatives to generate interest this semester.

C. Promote involvement of IAIA stakeholders in student success

- I have volunteered for both the mentoring and staff advisor programs.

Mission Objective II. Strengthen academic programs

D. Expand interdepartmental engagement in the academic programs

- Thanks to Larry Mirabal, CFO, and Dr. Lara Evans, Interim Director for the Research Center, for their work in co-chairing the team to plan the design for the Academic Building space that will house the relocated Museum Studies Program as part of phase one of the project. Dyron Murphy Architects will develop the conceptual design as well as complete the construction documents. Design work for Phase Two of the Research Center will be completed this summer.

The Research Center will build our capacity to offer graduate programs in Studio Arts and Museum Studies and a BFA in Native American Art History.

Mission Objective IV: Ensure a safe community

A. Promote health, wellness, and safety

- We have updated our reopening plan for Spring Semester 2021. The New Mexico Department of Higher Education (NMHED) gave us a **Green** rating and will publish it on their website. The following is the link to our reopening plan on IAIA's website <https://iaia.edu/iaia-spring-2021-reopening-plan/>
- I have reached out to Indian Health Service (IHS) and Public Health Services in Albuquerque (seeking assistance with on-campus COVID-19 surveillance testing and a vaccination clinic, but thus far have not received positive responses. At the end of last November, due to the surge in virus cases, the

New Mexico Department of Health informed us they no longer could provide weekly onsite surveillance testing.

- Students again will be required to review and sign the COVID-19 Stay Safe Student Pledge before attending in-person classes.
- 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 handwashing.
- For this spring semester, the first eight weeks will be taught exclusively online, beginning January 19. The in-person hybrid and accelerated, hands-on Studio Arts, Performing Arts, and Cinematic Arts and Technology courses will be offered during the second eight weeks, beginning March 22.

B. Strengthen Title IX programs and processes

- IAIA employees and the Board of Trustees completed the Annual Title IX training by December 20, 2020.

Mission Objective V: Advance contemporary Native arts and cultures

A. Advance scholarship and dialogue on Indigenous arts and culture

- The Margaret A. Cargill Philanthropies (MACP) approved our pre-application concept paper and invited us to submit a three-year grant application for \$2,000,000, representing a \$300,000 increase in funding. This will permit us to expand the Artist-in-Residency program and hire an additional staff person to support this program's growth. The grant will continue to fund student internships, a studio arts technician, and an acquisitions budget to purchase art for the museum collection.

Mission Objective VI: Build Institutional Capacity for Growth

A. Ensure long-term sustainability and financial growth

- Funded by MACP, consultants have been contracted to provide recommendations to the college for building fundraising capacity within the Office of Institutional Advancement.
- During the 2020 New Mexico State legislative session, we originally requested \$1.5 million to plan, design, renovate, construct, and equip the Research Center for Contemporary Native Arts on our campus, which was recommended by NMHED. It was reduced to \$700,000 because it was misunderstood to be a museum project; NMHED does not fund museum capital outlay projects.

We explained that the funding request for the Research Center was not for our Museum but would support the education of IAIA's students by building capacity to offer graduate programs in Studio Arts and Museum Studies and a BFA in Native American Art History. Students completing these programs will be trained for careers in fields in which Natives are underrepresented: professional artists, museum administrators and curators, archivists, and professors in higher education. The \$700,000 was included in the recently passed General Obligation Bond C.

During the current 2021 legislative session, IAIA is requesting an additional \$700,000 in capital project funding for the Research Center, bringing the two-year total in state funding to \$1.4 million. The total estimated costs for the project are \$3.8 million; the additional funding will be secured from private and federal sources.

We learned in early December that NMHED had not recommended our project for the additional \$700,000 because the Legislative Finance Committee (LFC) had reduced the original \$1.5 million request in last year's session. We clarified the misunderstanding by LFC regarding the project and questioned why we had not been notified earlier regarding the lack of support by NMHED. We also reminded the NMHED Secretary that we have a successful track record of leveraging state dollars to raise funds from other sources and completing projects in a timely fashion and under budget.

NMHED ultimately did recommend \$200,000 for our Research Center project, and we are seeking legislative support to increase that amount to \$700,000, which was our original request.

- As reported in December, the Omnibus Budget Bill passed by Congress included \$10,772,000 in FY 21 funding for IAIA, representing an increase of \$314,000 over our federal appropriation in FY 20. In fact, it was \$62,000 more than our original request to the Office of Management and Budget. This increase permitted us to fund an across-the-board 3% salary increase for staff retroactive to this past October.
- I continue to be thrilled regarding the MacKenzie Scott gift to IAIA, which was truly a blessing after the previous nine months of responding to the pandemic. At the end of November, I was contacted by the donor's representatives who were extremely professional and supportive. Events occurred swiftly culminating within several weeks with the \$5 million deposited in our bank account. When Scott publicly announced this round of donations, I was

advised that we could go public in identifying her as the donor as well as the amount.

Below is a conceptual model for the use of these funds:

Increasing the college's endowment	\$2,800,000
Increasing Graduate and Undergraduate Scholarships	\$435,000
Funding for the Retention Scholarship	\$50,000
Research Center capital project	\$1,000,000
Launch additional graduate programs	\$445,000
Faculty and Staff development initiatives	\$135,000
Student and Institutional COVID-19 relief funds	\$135,000
TOTAL:	\$5,000,000

- After three years of cultivation and one in-person meeting in Connecticut, Sam Peterson signed a revocable trust agreement with IAIA to fund an endowed Chair of Native American Art History. Sam agreed to provide a \$1.2 million planned gift to the college, with the condition that IAIA will be required to match it with \$800,000, bringing the total to \$2 million for the endowed chair position.

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

- Funded by MACP, a consultant has been contracted to conduct a capacity building review for the Office of Marketing and Communications.
- The virtual open house held in November was a huge success in terms of the quality and variety of programming and the number of website views. The open house had both live streaming and pre-recorded programming, including virtual college tours, Pueblo history and photography classes, studio demos, bronze pour, museum exhibitions, and film screenings.

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

- Dr. Mario A. Caro has been hired as the first full-time director for the MFA program in Studio Arts. The responses to our marketing and recruiting efforts have been positive.

The curriculum development for the proposed MFA program in Museum Studies is currently in progress.

To: Dr. Robert Martin, President
From: Dr. Bill Sayre, Director, Institutional Research
Date: January 22, 2021
Subj: Quarterly Board Report

It is with mixed emotions that I announce my retirement, effective May 21, 2021. I have greatly appreciated your leadership, Dr. Martin, yours Mr. Kieve, and that of every member of the Board of Trustees. I am thankful for the support of my colleagues Anita Gavin, Jesse Morris, Angie Brown, and members of President's Cabinet. Thank you for the opportunity to serve our incredibly talented students, faculty, and staff. I look forward to helping the institution continue to move forward in my final semester.

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, and Jesse Morris, IR contractor, have been assisting Andrea Otero, mathematics instructor and tri-chair of the Achieving the Dream (ATD) Pathways Council, with a project this spring to accelerate students through developmental mathematics. Andrea reports that two students are participating.
- Jesse is developing a logistic regression model of new freshman retention.
- To promote the use of evidence in decision-making, the IR department has added the "ATD Data Minute" to each meeting we attend. In it, we present a question about institutional data and ask attendees to guess the answer, with the winner receiving a \$10 Amazon gift card. Here are some of the questions (and answers):
 - What is the second largest major at IAIA in fall semester 2020? (Museum Studies has overtaken Cinematic Arts and Technology)
 - What percentage of undergraduate degree-seeking students were on the President's and Dean's list in fall 2020? (36%)
 - What is the five-year trend? (Steady)
- We assisted with the publication of an ATD article about IAIA's response to the coronavirus pandemic. You can read it here:
<https://www.achievingthedream.org/news/18314/leveraging-data-and-technology-to-support-faculty-and-students-in-the-age-of-covid-19>

Other: IAIA has joined the National Student Clearinghouse's (NSC) Post-Secondary Data Partnership (PDP). ATD has asked all TCUs to join, and, to date, most have. We will all need to submit even more reports to the NSC, but in return, we'll have access to enhanced data visualization tools and benchmark information from the other schools.

Other: In January, I organized the institution's response to a New Mexico Higher Education Department survey about the support we have provided students during the pandemic. Here are our responses:

- 1. In what ways has your institution provided technological support to students in response to the pandemic, particularly with regard to distance learning?*

IAIA has provided to any student who has requested them:

- Laptops for home use.
- Extra funds for home internet connectivity.
- Extra funds to add mobile hot spots to cell phone plans.
- Extra staff support to help students and faculty with our online learning management system, Canvas.
- Extra staff support to help students and faculty with Zoom videoconferencing software.
- Distance learning classroom hardware including Owl Meeting Towers and Apple TV's to support engaging hybrid distance learning.
- Extra E-book subscription through IAIA library.

- 2. In what ways has your institution provided technological support to minority students or students with a demonstrated need in response to the pandemic, particularly with regard to distance learning?*

Almost all of this support has gone to minority students. IAIA is a tribal college. Over 80% of IAIA students affected by the coronavirus pandemic are Native American or Alaska Natives.

- 3. Has your institution provided technology such as laptop computers, tablets to students for home use? If so, how many have been purchased and distributed? How was the need identified?*

Yes, IAIA did provide laptop computers to students for home use. One hundred ninety have been purchased and 115 distributed. Seventy-five are available for students enrolled in spring semester 2021. We distributed a survey to all enrolled students and asked them what kind of assistance they needed, and we provided help to everyone who requested it.

- 4. Has your institution provided resources to expand student internet access either on or off-campus, such as mobile hot spots, free Wi-Fi areas, or working with local internet service providers? If applicable, how many mobile hot spots or mobile internet devices have been purchased and distributed? How was the need identified?*

Yes, IAIA is providing students with extra internet access last year and again for the current term. The campus already has 100% Wi-Fi coverage, so our support was for off-campus students. We distributed a survey to all enrolled students and asked them what kind of assistance they needed, and we provided help to everyone who

requested it. Twenty-five students were provided with extra funds to add mobile hot spots to their cell phone plans or to improve home internet connectivity.

5. *How much funding has been allocated for technology and connectivity initiatives benefitting students during the COVID-19 pandemic? What are the funding sources?*

We have spent \$143,389 for student technology and connectivity in the previous and current fiscal years. Funds came from IAIA's general operating budget and the CARES funds from the federal government and state of New Mexico.

6. *What other supports is your institution providing to help students navigate distance and online learning?*

- IAIA has expanded our capacity to offer online mental health services.
- Our business, financial aid, and student accounts offices have developed new procedures to make it easier for online students to manage the cost of attendance.
- Our faculty and advisors are holding regular online scheduled student meetings and advising hours.
- Our Distance Learning Department has developed a Distance Learning Training for students to orient them to our learning management system, Canvas, and online instruction.
- Our Distance Learning Department has developed a Distance Learning Training for adjuncts and faculty so they can more immediately assist students with Distance Learning navigation.
- Our registrar and Distance Learning Department are updating all student forms to digital format so they can be completed by students remotely.
- The IAIA Museum of Contemporary Native Arts has created on-line virtual programs, 3-D exhibitions, and a new iPhone app to encourage students to participate remotely.
- The Balzer Contemporary Edge Gallery moved student exhibitions online to afford our students greater access.

7. *Considering the technological support provided by your institution, is there student feedback to this area that you can share?*

We have not carried out a formal evaluation, but, anecdotally, students have expressed universal appreciation for the support we've provided.

Mission Objective 4: Ensure a safe community

C. Engage the community in addressing safety concerns

Project: Co-chair the Health, Safety, and Security Committee (50%)

Co-chair Sara Quimby, Library Director, and I are continuing to move our agenda forward. I provided training to the committee in January on OSHA's expectations of safety

committees and health and safety plans. Next month, I will present on Fire Safety regulations.

Mission Objective 5: Advance contemporary Native arts and culture

A. Continue to refine and implement indigenous assessment

Project: HLC Quality Initiative. 15% complete.

I have begun working on the HLC Quality Initiative, due this semester. It will focus on our student success work through Achieving the Dream.

Mission Objective 6: Build institutional capacity for growth

A. Ensure long-term sustainability and financial security

Project: Plan '22 metrics and indicators. 50% complete. Anita, Jesse, and I continue to work on draft Tableau dashboards for the Plan '22 indicators.

Other: With the capable assistance of Information Technology and funding from M.A. Cargill Philanthropies, we moved the Empower student information system into the cloud in November.

Other: IR has begun planning for the next Higher Learning Commission (HLC) comprehensive review and site visit, which will take place in 2023-2024.

Other: As anticipated, the HLC Institutional Actions Committee approved our new MFA in Studio Arts.

Other: I am serving on the New Mexico Higher Education Department's (NMHED) strategic planning committee.

Other: Reports, datasets, and projects generated by Institutional Research this quarter:

Recurring reports:

- National Student Clearinghouse (NSC) Monthly Enrollment Reports
- NSC – Degree Verify
- National Student Loan Data System (NSLDS) Reports-Update Degrees
- New Student Accounts
- New Employee Accounts
- NMHED Enrollment Files
- American Indian Higher Education Consortium (AIHEC) American Indian Measures for Success (AIMS) 2020 Fall Interim Report
- AIHEC AIMS Annual Report
- AIHEC Enrollment Survey
- Fall semester 2020 Fact Sheet (appears at the end of this report)
- Annual greenhouse gas emissions report to Second Nature

AdHoc Reports

- Addresses for MFA Creative Writing students
- Missing grade report – MFA Creative Writing
- New student list spring semester 2021, Information Technology
- Graduates and withdrawals, 2019-2020, for the audit
- Dean's List and President's List – Registrar
- On-campus courses spring 2021 – Registrar
- Course enrollment report spring 2021 – Registrar

Projects:

- Empower Training via Zoom: Staff advisors, new freshmen, transfers, and adjunct instructors
- Online Empower trainings with ComSpec for staff – Anita Gavin, Melanie Buchleiter, Mary Silentwalker
- Assisted with launch of ATD Pathways staff advisors
- Updated ATD Pathways web page
- Degree Audit update continued, working with Registrar
- Assisted Continuing Education Director with grade changes in Empower
- Assisted Admissions Director with the online applications
- Assisted Financial Aid Director with FTP site on Filezilla
- Assisted MFA Administrator with Empower Web
- Uploaded student and employee data to the LiveSafe emergency notification system
- Adopted Oracle SQL Developer for data extracts from Empower

Other Empower Duties:

- Assist Students/Staff with Empower: login, forgotten password, problems with reports, web applications, permissions, training, etc.
- Responded to approximately 111 Empower Tickets (43 Password Reset, 68 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.



INSTITUTE of
AMERICAN INDIAN ARTS

OUR VISION

To be the premier educational institution for Native arts and cultures

OUR MISSION

To empower creativity and leadership in Native arts and cultures through higher education, lifelong learning and outreach

OUR CORE VALUES

COLLABORATION

Joining together for student success

EXCELLENCE

Upholding high standards for students, faculty and staff

CREATIVITY

Encouraging fearless expression in art and life

RESPECT

Fostering an understanding of cultures, perspectives and identities

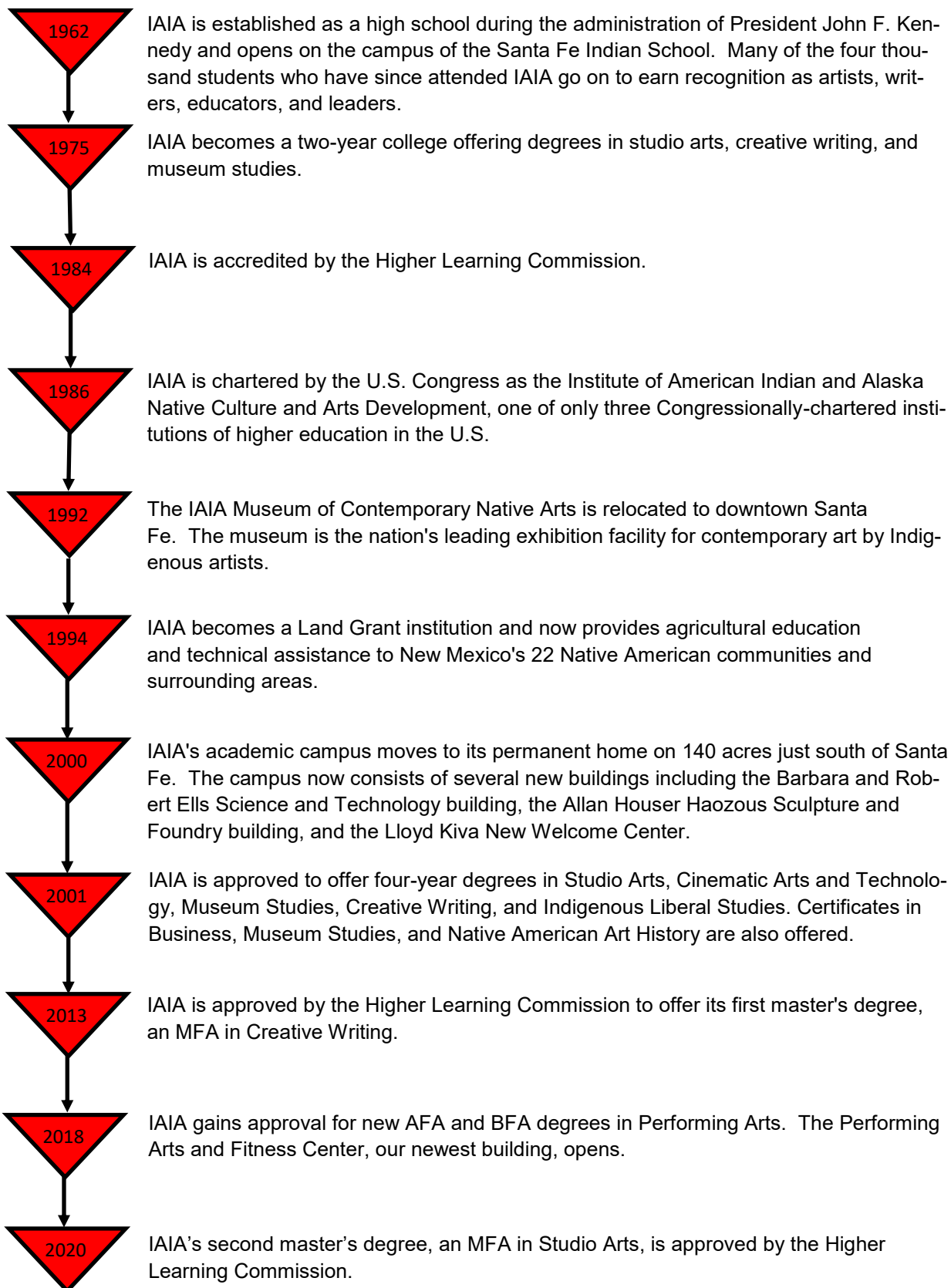
INTEGRITY

Demanding honesty, accountability and responsibility to one's community, oneself and the world at large

SUSTAINABILITY

Being effective stewards of IAIA's financial, human, physical and natural resources in ways that minimize impact on the environment and ensure the future viability of IAIA

A BRIEF HISTORY OF IAIA



OUR MISSION OBJECTIVES

- Improve student success
- Strengthen academic programs
- Build college community
- Ensure a safe community
- Advance contemporary Native arts and culture
- Build institutional capacity for growth

OVERALL INSTITUTIONAL PROFILE—FALL SEMESTER 2020

Enrollment	Head Count	Full-time Equivalent (FTE)
Undergraduates—on campus and online	325	335
Undergraduates—dual credit high school students	323	85
Graduate students	44	55
Continuing Education	109	5
Total	801	480

UNDERGRADUATES—ON CAMPUS AND ONLINE—FALL SEMESTER 2020

Demographics	Female: 62% Male: 38%	Native: 78%	Degree Seeking: 97%	Federal Financial Aid (Pell) eligible: 79%	Living on campus: Count: 78 Percent: 24%
Tribal Representation	Tribes represented: 94	NM Tribes represented: 15	NM Pueblos represented: 13	NM Pueblo students: 26	Navajo students: 52
Top Tribes	1. Navajo Nation. 2. NM Pueblos. 3. Alaska Native. 4. Fort Peck Assiniboine and Sioux Tribes. 5. Cheyenne River Sioux Tribe. 6. Jicarilla Apache Nation. 7. Oglala Sioux Tribe				
Region	New Mexico: 44%. States represented: 34. International: 1%.				
Top States	1. New Mexico. 2. Arizona. 3. California. 4. Oklahoma. 5. Colorado. 6. South Dakota. 7. Montana				
Majors	1. Studio Arts: 43%. 2. Museum Studies: 19%. 3. Cinematic Arts and Technology: 16%. 4. Creative Writing 9%. 5. Indigenous Liberal Studies 9%. 6. Performing Arts 3%. 7. Business and Entrepreneurship certificate 1%.				

PERSONNEL—FALL SEMESTER 2020

	Full-Time Faculty	Administration	Staff	Total
Headcount	27	11	69	107
Native	59%	54%	44%	47%
Gender	Female: 45% Male: 55%	Female: 63% Male: 37%	Female: 67% Male: 33%	Female: 61% Male: 39%

To: Dr. Robert Martin
From: Eric Davis
CC: Bill Sayre, Angie Brown
Date: January 21, 2021
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 internal and external communication channels and tactics based on students' needs and wants.

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

With the switch over from RAVE to the LiveSafe notification platform, the MarCom Department will now be the key administrator of the program.

With very few students on campus, we've postponed surveys and the development of new channels.

% completed – 20%

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, the inclusion of the museum in our annual Open House was warmly welcomed by the attendees, and will be part of the event again each 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.

With the museum closed during much of the previous quarter, we have not moved forward on the signage. Still need to finalize with Communication Committee.

% completed - 10%

Mission Objective: IV. Advance contemporary Native arts and culture

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

Project: 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 and on-line. Based upon the successful completion of this project, MarCom is working with Stores Manager and Collection Curator to create and sell additional merchandise with this and other images.

IAIA Pendleton Blanket continues to sell – we have just restocked with another 25 blankets.

Have met with Stores Manager, and we will continue to determine appropriate products and search our collection for matching images.

% completed - 15%

Mission Objective: IV. Advance contemporary Native arts and culture

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

Project: Community Events

The MarCom department 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.

In-person events have been postponed until further notice. Have had no further conversations with SWAIA on the 100th. Will continue to follow up with them. Virtual events will be evaluated for our sponsorship on an ad hoc basis.

% completed - 5%

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 **Strategic Marketing Plan** and shared it with the committee.

The committee has reviewed the Strategic Marketing Plan (and all associated materials), and it has been forwarded to the Agency MABU for review, as per the "Expanding Capacities" grant.

MABU is also reviewing a draft of the Policies and Procedures Document, which will then be forwarded to the committee for further review and submitted to the cabinet and the President for approval.

After the MABU review is complete, we will develop revised action plans based on their recommendations.

MarCom has purchased a ticketing system for communication requests to be used by the IAIA community to convey their needs to the department. This will be launched by the Spring.

% completed – 45%

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 a 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**.

Additional ad concepts are under development and will be reviewed by the Communication Committee upon completion.

% completed – 25%

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. No in-person campus events are planned for the foreseeable future.

% 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. Current plans include expanding our **Twitter** visibility and possibly adding other platforms. We will also be doing more joint postings with the Museum on their pages.

Social Media and Content Specialist Nicole Lawe (via temp. employee **Lisa Futon**) reports the following for recent social media activity (not an all-inclusive list):

Facebook (IAIA Page)

- 708 New Likes (26,808 total likes)
- New Followers: 729 total followers: 26,872
- Facebook posts for the month: 25
- Other data not easily available for 12/1 – 12/31
- Data available is for 12/15 – 1/12:
 - People reached: 151,144
 - Post engagements: 16,925
 - Page likes: 495
- Audience is 65% women; 33% men

Countries in order of the number of followers: US, Canada, India, UK, Italy, Mexico, France, Germany, Australia, Brazil.

Cities in order of the number of followers: Albuquerque, Santa Fe, Phoenix, LA, NYC, Denver, Tucson, Anchorage, Portland, Seattle.

IAIA Facebook Posts (12/1/20: #GivingTuesday)

- B&W photo of students
- Reach: 2,538
- Engagements: 181
- Reactions: 143
- Shares: 15
- Comments: 1
- Clicks: 38
- Negative Feedback: 3
- 12/3/20 Post 1 of 2, 10:51 am: Tribal College Blanket Design (Color photo, person, blanket, some text)
 - Reach: 10,142
 - Engagements: 695
 - Reactions: 456
 - Shares: 95
 - Comments: 2
 - Clicks: 239
 - Negative Feedback: 5
- 12/3/20, 1:27 pm: 2021 Spring Undergrad Scholarship (Color photo, women holding certificates)
 - Reach: 2,807
 - Engagements: 367
 - Reactions: 241
 - Shares: 15
 - Comments: 3
 - Clicks: 126
 - Negative Feedback: 4

- 12/7/20, Post 1 of 2, 11:50 am: Internship – PAID AD (Color photo, 2 students with sculpture)
 - Reach: 19,490
 - Engagements: 2,477
 - Reactions: 1,845
 - Shares: 167
 - Comments: 18
 - Clicks: 632
 - Negative Feedback: 4
- 12/7/20, Post 2 of 2, 2:30 pm: Finals week (Color photo, female in native dress, mask)
 - Reach: 3,225
 - Engagements: 340
 - Reactions: 254
 - Shares: 14
 - Comments: 4
 - Clicks: 17
 - Negative Feedback: 2
- 12/8/20: Virtual Market – PAID AD (Text graphic)
 - Reach: 83,997
 - Engagements: 9,718
 - Reactions: 2,834
 - Shares: 578
 - Comments: 21
 - Clicks: 6,884
 - Negative Feedback: 5
- 12/11/20: Low Res MFA (Color photo, student w pottery wheel)
 - Reach: 5,189
 - Engagements: 352
 - Reactions: 187
 - Shares: 39
 - Comments: 0
 - Clicks: 165
 - Negative Feedback: 2
- 12/14/20: Virtual Market (9 Color photos of art)
 - Reach: 3,365
 - Engagements: 353
 - Reactions: 171
 - Shares: 33
 - Comments: 2
 - Clicks: 182
 - Negative Feedback: 7
- 12/15/20: Senior Fall Exhibition (Color photos of students (20))
 - Reach: 5,503
 - Engagements: 906
 - Reactions: 299

- Shares: 33
- Comments: 3
- Clicks: 607
- Negative Feedback: 4
- 12/16/20: McKenzie Scott Donation – PAID AD (Color photo, aerial of campus)
 - Reach: 28,574
 - Engagements: 4,034
 - Reactions: 2,415
 - Shares: 205
 - Comments: 40
 - Clicks: 1,619
 - Negative Feedback: 4
- 12/21/20: MoCNA app (Color photo of phone with app view)
 - Reach: 1,458
 - Engagements: 57
 - Reactions: 41
 - Shares: 6
 - Comments: 1
 - Clicks: 9
 - Negative Feedback: 3
- 12/22/20 1 of 2 posts, 12:25 pm: Artist in Residence (Color photo, a student working on tapestry)
 - Reach: 1,862
 - Engagements: 113
 - Reactions: 84
 - Shares: 5
 - Comments: 1
 - Clicks: 29
 - Negative Feedback: 3
- 12/22/20, 2 of 2 posts, 1:08 pm: Chris Pappan Article (Link pic features ledge drawing of 2 Native Americans)
 - Reach: 3,968
 - Engagements: 575
 - Reactions: 455
 - Shares: 42
 - Comments: 2
 - Clicks: 120
 - Negative Feedback: 3
- 12/30/20: Virtual Open House Bronze Pour (Link to Vimeo video, close up of bronze)
 - Reach: 1,242
 - Engagements: 130
 - Reactions: 98
 - Shares: 14
 - Comments: 0
 - Clicks: 32

- Negative Feedback: 3
 - 12/31/20: Support Student Scholarships (Link to 2016 YouTube scholarship testimonials)
 - Reach: 1,046
 - Engagements: 53
 - Reactions: 43
 - Shares: 3
 - Comments: 0
 - Clicks: 10
 - Negative Feedback: 2
-

IAIA INSTAGRAM

- 134 new followers (4,919 total followers)
- 187 total posts, 20 posts in December

Data only available for December 12 to January 12:

- 26,212 accounts reached, down -58.8% vs. November 12 – December 12
- Impressions 12/12 – 1/12: 60,964; down 45.4% from previous month
- Profile visits 12/12 – 1/12: 1,085; down 19.1% from the previous month
- Website clicks: 12/12 – 1/12: 278; down 12.9% from the previous month

Top Locations:

- Albuquerque 10%
- Santa Fe 9.3%
- New York 3.4%, LA 3.1%
- Portland 1.9%

Age range:

- 13-17: .3%
- 18-24: 9.6%
- 25-34: 30.3%
- 35-44: 27.9%
- 45-54: 16.6%
- 55-64: 8.6%
- 65+: 6.7%

Gender:

- 66.7% female
- 33.3% male

Instagram Posts

- 12/1/20: #GivingTuesday
- B&W photo of students
- Reach: 2,055

- Actions from post: 16
- Likes: 162
- Shares: 3
- Saves: 4
- Comments: 0
- Profile visits: 11
- Website Clicks: 5
- Follows: 2
- Impressions: 2,225, 40% from hashtags or explore

- 12/3/20: Spring Undergrad Scholarship (App Color photo of students holding certificates)
 - Reach: 1,930
 - Actions from post: 15
 - Likes: 115
 - Shares: 3
 - Saves: 1
 - Comments: 3
 - Profile visits: 13
 - Website Clicks: 2
 - Follows: 2
 - Impressions: 2,086, 43% from hashtags or explore
- 12/7/20: Looking for Internship sites – PAID AD (Color photo of students handling art)
 - Reach: 9,066 (90% from promotion)
 - Actions from post: 16
 - Likes: 162
 - Shares: 3
 - Saves: 8
 - Comments: 0
 - Profile visits: 109 (88% from promotion)
 - Website Clicks: 3 (100% from promotion)
 - Follows: 17
 - Impressions: 14,746, 78% from promotion
- 12/7/20: Finals week (Color photo of female in mask)
 - Reach: 3,140
 - Actions from post: 41
 - Likes: 273
 - Shares: 8
 - Saves: 7
 - Comments: 1
 - Profile visits: 40
 - Website Clicks: 0
 - Follows: 13
 - Impressions: 3,344, 50% from hashtags or explore

- 12/8/20: Holiday Market – PAID AD (Color graphic, all text)
 - Likes: 121
 - Shares: 3
 - Comments: 0
 - Profile visits: 160 (71% from promotion)
 - Website Clicks: 777 (84% from promotion)
 - Follows: 11
 - Saves: 23
 - Impressions: 13,136, 40% from hashtags or explore
- 12/10/20: Still accepting spring applications (Color photo of students)
 - Reach: 1,280
 - Actions from post: 16
 - Likes: 162
 - Shares: 1
 - Saves: 2
 - Comments: 1
 - Profile visits: 6
 - Website Clicks: 2
 - Follows: 0
 - Impressions: 1,403, 13% from hashtags or explore
- 12/11/20: Low res MFA (Color photo of student at potter wheel)
 - Reach: 1,026
 - Actions from post: 18
 - Likes: 67
 - Shares: 5
 - Save: 1
 - Comments: 0
 - Profile visits: 14
 - Website Clicks: 4
 - Follows: 0
 - Impressions: 1,156, 14% from hashtags or explore
- 12/14/20: Virtual Art Market (Several swipes of color photos of art/gifts)
 - Reach: 2,219
 - Actions from post: 159
 - Likes: 162
 - Shares: 14
 - Saves: 27
 - Comments: 1
 - Profile visits: 80
 - Website Clicks: 75
 - Follows: 0
 - Impressions: 2,681, 10% from hashtags or explore
- 12/15/20: Graduating Seniors exhibition (Several swipes of B&W photos of student artists)
 - Reach: 1,895
 - Actions from post: 53

- Likes: 270
- Shares: 6
- Saves: 6
- Comments: 3
- Profile visits: 35
- Website Clicks: 17
- Follows: 0
- Impressions: 2,263, 10% from hashtags or explore
- 12/16/20: McKenzie Scott gift (Color aerial photo of campus)
 - Reach: 2,863
 - Actions from post: 20
 - Likes: 277
 - Shares: 21
 - Saves: 3
 - Comments: 16
 - Profile visits: 20
 - Website Clicks: 0
 - Follows: 2
 - Impressions: 3,173, 47% from hashtags or explore
- 12/21/20: MoCNA App (Color photo of phone with app)
 - Reach: 834
 - Actions from post: 4
 - Likes: 34
 - Shares: 0
 - Saves: 2
 - Comments: 0
 - Profile visits: 4
 - Website Clicks: 0
 - Follows: 0
 - Impressions: 904, 6% from hashtags or explore
- 12/22/20: AIR Program (Color photo of student working on textile)
 - Reach: 953
 - Actions from post: 9
 - Likes: 82
 - Shares: 7
 - Saves: 2
 - Comments: 3
 - Profile visits: 9
 - Website Clicks: 0
 - Follows: 2
 - Impressions: 1,046, 9% from hashtags or explore
- 12/24/20: #Happy Holidays – no hashtags (Snowy aerial photo of campus)
 - Reach: 2,022
 - Actions from post: 14
 - Likes: 260
 - Shares: 6

- Saves: 4
 - Comments: 2
 - Profile visits: 14
 - Website Clicks: 0
 - Follows: 1
 - Impressions: 2,192, 17% from shares or explore
-

IAIA LinkedIn

- 58 new followers for 1,205 total followers
- 18 posts
- Engagement rate: 9.16%
- Impressions: 1,608
- Shares: 11
- Page Views: 115
- Clicks: 52
- Top Locations: Santa Fe, Albuquerque, Anchorage, NYC, Seattle, LA, Phoenix, OKC, Denver, San Francisco
- Page Views: 165
- Unique Visitors: 78
- Custom button clicks: 23

Data from 12/12 – 1/11:

- 200 reactions
- 1 comment
- 25 shares

Visitor Categories: Majority of visits: Community and Social Services, Research, Media and Communication. Smaller numbers of visitors: Sales, Business Development, Marketing, Military and Protective, Operations, Arts and Design, Quality and Assurance.

IAIA TWITTER (From 12/1 – 12/31)

- Tweets: 25
- Total of 15,400+ impressions, an average of 496 impressions per day
- Average of 2.2% engagement rate
- 65 total link clicks
- 37 re-tweets
- 126 likes, an average of 4 likes per day
- 10 mentions
- 21 new followers for a total of 3,832 followers total
- 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

% completed - 75%

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**.

We have filmed Dean Char before she left and will edit the video in Q1. Currently other tapings are on hold due to COVID-19 and the limited numbers of staff/faculty on-site. Will also update student testimonials when we resume filming.

% completed – 25%

To: Dr. Robert Martin
From: Laurie Brayshaw
Date: January 22, 2021
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
Number of CE Courses Offered	6	11	23
Number of CE Students	63	119	272
Number of CE Registrations	71	133	389

Fall 2020

For the Fall semester, there were 272 individual CE students that took CE classes, which more than doubled the enrollment from the previous semester. Of those individual students that took classes, they completed 389 individual registrations. It clearly seems the pandemic has driven a trend due to social distancing and stay-at-home orders, which makes people more willing to take online classes. The trend has also continued from the Summer semester, where there are more non-local (outside of Santa Fe) and out-of-state CE students, and many of those are Native students from around the country. We can hope to see this trend continue into 2021.

Through the semester course surveys, many CE students commented that they heard of CE classes through social media marketing efforts, which shows that CE advertising through online social media is successfully reaching out to more people. Students have also commented on the accessibility, affordability, and high-quality content of the courses. Many student survey responses indicate they are pleased with the opportunity to take online classes, particularly those classes with Native content.

The Santa Fe Indian School (SFIS) partnered via Memorandum of Understanding with IAIA Continuing Education in mid-November to offer online training to 45 SFIS staff

members, which included Applied Distance Learning classes, "Lesson Planning," "Health and Wellness Assignments," and "Student Feedback and Mentoring." The training helped SFIS staff to meet the demands and challenges of working with SFIS students virtually during the pandemic. It was also an opportunity to issue Continuing Education Units and digital badges to recognize the learning and accomplishments of the staff. During the month of November, Continuing Education also partnered with IAIA Alumni Relations to provide "Build a Website" classes to Alumni in preparation for the IAIA Virtual Winter Market. In the same way, Continuing Education also offered two free webinars, "Social Media Marketing – Strategies for Artists" and "Best Practices for Selling at Online Art Markets," to help Alumni and the public to learn about eCommerce and to sell their art online in preparation for the holidays. The webinars were hosted during the IAIA Open House and provided an opportunity for the public to see what Continuing Education has to offer by way of CE classes.

Fall 2021 Classes:

- Traditional Foods and Cooking: Healthy Drinks
- Traditional Foods and Cooking: Healthy Snacks
- Traditional Foods and Cooking: Healthy Meals
- International Indigenous Art
- Introduction to Acoustic Ecology
- Learning Our Languages - An Indigenous Language Learning Support Course
- Protecting Your Intellectual Property Online
- Advertise Like A Pro with Canva
- Building Your Home Recording Studio
- The Business of Performance Art
- Pathways into Business
- Grant Writing for Arts and Non-Profit Sector Professionals
- Website Building
- Social Media Marketing - Strategies for Artists
- Best Practices for Selling at Online Art Markets
- Journaling Into Creative Non-Fiction
- Book Promotion Your Way
- NIEA 2020 Annual Virtual National Convention
- SFIS Middle School Applied Distance Learning: Health and Wellness Assignments
- SFIS Middle School Applied Distance Learning: Student Feedback and Mentoring
- SFIS High School Applied Distance Learning: Lesson Planning for Health and Wellness
- SFIS High School Applied Distance Learning: Student Feedback and Mentoring

Spring 2021

Efforts are currently underway to launch the Spring 2021 course schedule. Tentative Spring programming includes a variety of online classes, webinars, and webcasts. The semester highlights professional development classes that help artists, creators, and entrepreneurs acquire professional skills that help them be successful. Courses include "Branding Identity – Do It Yourself," "Copyright Issues for Artists," "Essentials of Great

Product Photography," and "Website Building." Health and Wellness classes offered in Spring include cooking classes hosted by Indigikitchen, an organization that focuses on indigenizing diets and promoting healthy choices using foods native to the Americas. In order to meet the demand for more Creative Writing classes, the "Contemporary Native Literature" class, among other writing classes, will feature the works of contemporary native poets and authors, including IAIA alumni Joy Harjo, Tommy Orange, and Terese Marie Mailhot. For Personal Enrichment classes, learning support classes for beginner and intermediate language learners will be offered. These are learning support and methodology classes for indigenous language learners. In addition, there will also be an overview class, "History of Photography from Indigenous Perspectives," and an introductory beekeeping class.

As part of the Spring semester, Jonathan Breaker is working on including webcasts using grant funds from the Climate Solutions Acceleration Fund. The idea is to promote climate action activities to local and Native households and homeowners by developing webcasts on home composting and gardening and promoting local ecology and habitat preservation. The webcasts will be a mixture of recorded and live content. They will be hosted by IAIA staff that have expertise in the areas and will use the services of IAIA Alumni videographer to produce the recorded materials. The webcasts will be made available to surrounding area Rancho Viejo homeowners and Native American households and will be posted online to the Continuing Education website. Another webcast will be hosted during Summer 2021.

Spring 2021 Courses:

- Climate Solutions Webcast: Home Composting and Gardening
- Climate Solutions Webcast: Promoting Local Ecology and Habitat Preservation
- Whole Meals for the Whole Family: Ground Red Meat
- Whole Meals for the Whole Family: Poultry
- Whole Meals for the Whole Family: Fish
- Whole Meals for the Whole Family: Hearty Vegetarian
- Stress Reduction Through Meditation
- Becoming a Steward of Sweetness and Light: Introduction to Beekeeping
- Land Grant Webinar Series
- Learning our Languages – Support for Indigenous Language Beginners
- Learning our Languages – Paths to Proficiency and Achieving Fluency (Intermediate/Advanced)
- History of Photography from Indigenous Perspectives
- Branding Identity - Do-it-Yourself
- The Art of Project Management
- Website Building
- Copyright Issues for Artists
- Financial Literacy
- Etsy Craft Entrepreneurship
- Essentials of Great Product Photography
- Technology Basics

- Contemporary Indigenous Literature
- The Bones of Creative Writing
- Self-Publishing 101

Mr. Breaker also completed his M.A. in Public Administration at Carleton this past semester. He was able to complete his last few courses online, and he is scheduled to receive his degree in June 2021!

Project: Grants

Project Description: Identify potential funding for IAIA needs and interests

Percentage complete 100%

The AICF for the Transformative Responses Aid Grant to Support Student Admissions and Persistence proposal was awarded \$150,000. The grant will cover: 1) Meeting Owls for each classroom, 2) Additional IT Technical support, and 3) a Technical Assistant to the Faculty position. The grant has a short time frame and ends 5/30/21.

A Letter of Intent was written and submitted to the AICF TCU Computer Science Initiative. If selected, IAIA will complete the development of a Gaming Minor under the Cinematic Arts department.

A Letter of Intent was submitted to the Whitehead Foundation. If selected, IAIA would conduct CE courses in Agriculture and the Environment with the Land-Grant department.

A proposal for \$5,000 was submitted to the AICF College Readiness Initiative Grant. The grant would fund the creation of webinars on test preparation for students.

An RFP has been developed for the Digital Dome. The RFP requests assistance in repairing the sound system and training the current Dome faculty/staff in the use of the Dome. A training manual will also be created for future use.

Assisted Dr. Martin with the NBC Universal grant agreement.

Requested Internet coverage for the greenhouse. Coverage is necessary for the virtual workshops that will take place in the coming months in the Land-Grant department.

Assisted Larry Mirabal with the Capital Projects submissions to NMHED for the ADA campus updates.

Assisted in the Ford and MACP submissions in Fluxx.

Participated with the Special Events Manager hiring committee for Institutional Advancement. Also participated on the RFP review committee for the Institutional Advancement consultant and the Marketing and Communications consultant.

Business Environments was contracted to install two floor-to-ceiling cubicles in the Land-Grant open work area. Due to the COVID pandemic, the open work area was not conducive to the health of our employees.

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 it to local youth.

Percentage complete 75%

The Junior Master Gardener Program had 18 participants from New Mexico, Kansas, Montana, and South Dakota, with ages ranging from 7-13. Activity packets were prepared and mailed out to student-participants. Participants were eager to meet virtually twice a week and do hands-on projects that focused on agriculture, ecology, and wellness. Each class session began with stretching and music, followed by a short presentation on the plant topic of the day and then an activity. Alumni Leanne Campbell conducted a virtual moccasin making workshop where students were able to participate and make themselves, with the help of a parent, a pair of Pendleton moccasins. Alumni and current IAIA Counselor Madge Duus conducted a presentation and art therapy session focusing on self-esteem.

Our new description of the youth program:

The Junior Master Gardener Program, as taught by IAIA Land-Grant Program, is formatted to teach youth about gardening education based on Traditional Ecological Knowledge in combination with the scientific principles of sustainable agriculture systems from the Texas AgriLife Science 4H curriculum developed at Texas A&M University. At IAIA, we are combining Traditional Ecological Knowledge by including teachings about ancient seeds, ancient ways of growing with an emphasis on growing practices in the Southwest and pre-contact foods. We are merging western science with traditional knowledge to empower our youth. The course will provide hands-on lessons on gardening, nutrition, and physical education. Youth may gain skills and knowledge about food, gardening, learn about and begin to choose fresh and healthy foods improving their health and wellbeing so that they will become thriving and contributing members in their community.

The IAIA Native American Heritage Committee was spearheaded by the Land-Grant Program with participation from several staff members from Academics, Student Life, Student Success, Communications and Marketing, and Information Technology departments. The committee organized several activities for November's Native

American Heritage Month (November 2020). In particular, Land-Grant co-hosted a virtual watch-party of the film, "Gather," with the Library. The screening had over 120 registrants and was also offered as part of IAIA's Virtual Open House. Additionally, Land-Grant organized a Moccasin making workshop with Alumni Leanne Campbell (free to current IAIA students with 10 participants) and organized a care package give-a-way for all on-campus students.

Garden and Greenhouse: This fall, Land-Grant cleaned and organized the garden plots and the greenhouse. Several seeds were saved from the garden to go into our Seed Storage. We are prepared to start growing seedlings to be used in the garden, raised beds, and a tree and plant nursery for starting. Plans for this growing season include a Nursery selling flower, herb, and vegetable starts, the introduction of honeybees to IAIA, construction of a Harvesting Station, 4-6 additional raised beds, spiral beds in the garden, and an introduction to a campus-wide pollinator oasis.

Land-Grant Personnel attended numerous virtual webinars this past quarter, including the Intertribal Agriculture Council, Indigenous Global Forum, Regenerate- Quivira Coalition Conference, Women, Food, and Agriculture Network, National Young Farmers Coalition, Indigenous Women in STEM, Orchard Bee Association, and the Rocky Mountain Seed Alliance Seed School.

Upcoming Projects:

- Land-Grant is beginning to work on a seed vessel storage project with collaboration from the Studio Arts Ceramics Department. These clay seed vessels will be used to store IAIA's seed library, share with donors and eventually to share/sell seeds in a thunderbird logo clay vessel in the IAIA bookstore and Museum.
- Land-Grant is launching a webinar series through the Continuing Education platform that will feature prominent indigenous leaders and practitioners of native food systems, indigenous health and wellness, and wildcrafted arts.
- The Junior Master Gardener program will be offered in the Spring with the hope of inviting and reaching more indigenous youth across the country. The program will continue to be modified to better match participant's diverse indigenous backgrounds.
- The tree and plant nursery will include pollinator forage to enhance the landscape around campus, and eventually, the plan is to produce enough saplings and starts to share with neighboring communities and potentially for mail-order. Ideas for

value-added potential include developing a small-scale process for medicinal plant cultivation and essential oils distillery.

The upcoming projects will be incorporated into outreach workshops and training for IAIA students and for members of the greater IAIA community. A work plan is under development for Land-Grant so that we can track current projects and plan for new projects. The plan will be included in the next quarterly report.

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%

The redacted Title IX log for July 2020-Dec 2020 has been added to the Title IX webpage.

By Dec 2020, all IAIA employees completed the online Title IX training. New hires are added as they arrive, and they are asked to complete the training as soon as possible.

Students were given an incentive to complete the online Title IX training. Random drawings were held for those that completed the training, and the winners received a \$25 gift certificate to the Campus Bookstore/Museum store. This increased the completion rates for online training. New students will be added to the training in January.

I spoke to New Freshmen during the Orientation, and we discussed the Title IX Office and directed them to the IAIA Title IX webpage.

To: Dr. Robert Martin, President
From: Felipe Colon, Interim Academic Dean
Date: February 2021
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

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
 - **Update** – Completed data migration from legacy existing databases and began manual data entry in Archives Catalog. Established contact between Design Proficio Web with Contractor and IAIA Webmaster contact resulted in initial draft copy for Archives portion of the portal. Copy is being developed for the rest of the portal (RCCNA/Museum collection pages). Began defining search parameters in preparation for developing quick reference Research Guides. Guides will be created as part of an agreement with the University of Michigan (UofM) School of Information in late January. UofM graduate students will building research guides from Proficio during the SP21 semester
- Expected completion date: August 2021
 - **Updated 1/15/2021 – 40% completed**
- Budget Considerations: Funded through W.K. Mellon Foundation
- Communications Considerations: Marketing and Communications Department/Jason Ordaz

Project 2: Online Learner Course

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
 - **Update** - Online Learner Course deployed on January 6, 2021. 48 newly admitted freshmen, transfer students, and returning students enrolled. Course accessible as a resource to students indefinitely. Course will be refined for the SU/FA '21. Distance Learning Department to coordinate with IAIA Admissions Department to enroll students immediately upon admission.
- Expected completion date: May 2021
 - **Updated 1/18/2021 – 85% completed**
- Budget Considerations: Funded by current AT budget
- Communications Considerations: Admissions and Recruiting Department, Faculty and Students

Project 3: Transcripts Assessment Project

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
 - **Update** - Project remains in preliminary investigation and discussion phase. Two platforms are identified for pilot testing: [Hypothesis](#); [Perusall](#). Next steps are to examine pilots for efficacy of transcript sharing, and student engagement. Then hold faculty workshops to discuss benefits and recruit faculty to help pilot test.
- Expected completion date: May 2021
 - **Updated 1/18/2021 – 10% completed**
- Budget Considerations: Funded by current Academic Technology Department Budget
- Communications Considerations: Faculty, Students

B. Improve retention and completion

Project 1: Registrar – Empower System Cleanup

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
 - **Update** - Institutional Research and Registrar's office met to address the Degree Audit portions of Empower. Catalog Years 2017-18 and 2018-19 have been cleaned of chronic issues. Inconsistencies between the published catalog and the degree plan information in Empower have been corrected, specific errors have been corrected. Now moving onto 2019-20 and 2020-21 catalogs.
- Expected completion date: June 2021
 - **Updated 1/21/2021 – 50% completed**
- 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

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
 - **Update** - Fall 2020 pandemic-impacts on student work being assessed for the Spring student filmmaker showcase. Early feedback from Fall 2020 instructors indicates surprisingly good films produced last semester given the circumstances though not quite the quality seen in a normal semester.
- Expected completion date: May 2021
 - **Updated 1/19/2021 – 20% completed**
- 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

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 running
 - **Update** – Project to be started in Spring 2021 at the first Creative Writing Department Meeting. Faculty pre-instructed to identify seniors likely to serve as mentors. Next step will be matching those seniors up with entering freshman after Add/Drop period.
- Expected completion date: April 2021
 - **Updated 1/20/2021 – 10% completed**
- 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

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
 - **Update** – Current institutional knowledge of Dome operation recorded and documented. Several components identified as not functioning properly. Awaiting reply to RFP, distributed 1.20.21, to hire expert to restore proper functionality and train faculty/ staff.
- Expected completion date: May 2021
 - **Updated 1/19/2021 – 35% completed**
- 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

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
 - **Updated** - Adaptations to Studio Arts facilities/studios to meet COVID-19 safety standards completed. Studios rearranged to allow for social distancing, unnecessary clutter removed, and fixtures relocated to provide open space and better workflow. COVID signage installed, safety stations (disinfectant/sanitizer/ PPE) setup in classrooms, incorporated student training in course orientation. SP21 will continue

adjusting studios based on the fluid needs of the students and up to date pandemic guidelines.

- Expected completion date: May 2021
 - **Updated 1/19/2021 – 60% completed**
- Budget Considerations: Funded through Studio Arts Department Budget
- Communications Considerations: Students, Faculty, Facilities Department-TBD

Project 3: Business Course Assessment

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
 - **Update** - Indigenous Assessment Committee established and pending confirmation of student members, to review FA20.BUSN140 and FA20.BUSN240 course work. New highly qualified adjunct faculty hired to teach in Business & Entrepreneurship program:
- Cathy Lynn Wilson (*Cherokee*) holds an MBA in in Entrepreneurship, is a certified market research specialist, and is the Microenterprise Development Manager for IDRS, Inc. a national nonprofit that supports Native community small business development.
- Greg Sheldon (*Tulalip Tribe*) holds an MBA in Business Administration and is finishing his PhD in Business Administration; Sheldon has owned his own tribal landscaping business and is the current Tulalip Tribe Higher Education Manager.
- Expected completion date: May 2021
 - **Updated 1/15/2021 – 25% completed**
- Budget Considerations: Funded through Faculty, Adjunct Faculty, Students

Project 4: Fully Online Course Evaluations

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
 - **UPDATE:** Fall 2020 course evaluations mostly completed:
 1. 1st/2nd 8-week online courses – 100% of evaluations received
 2. 1st/2nd 8-week on-campus courses – 96% of evaluations received
 3. 16-week online/on-campus courses separated by department:
 - Museum Studies/Business – 98% evaluations received

- Cinematic Arts – 95% evaluations received
- Performing Arts & Health – 88% evaluations received
- Studio Arts – 97% evaluations received
- Creative Writing – 99% evaluations received
- Indigenous Liberal Studies – 100% evaluations received
- 4. Dual Credit courses – 92% evaluations received
 Course evaluations responses significantly and substantially increased when compared with Fall 2019. Transition to canvas-based evaluations a great success, especially for Dual Credit Courses. Distance Learning department provided crucial support to the success. This project will continue and be refined for SP21 course evaluations.
- Expected completion date: December 2020
 - **Updated 1/20/2021 – 50%**
- 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

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
 - **Update** – SP21 Adjunct Orientation completed and orientation sessions recorded via Zoom and provided to adjuncts who were not able to attend the SP21 Orientation. Recordings will be entered into new Adjunct section of Canvas Faculty HUB – in final stages of development.
- Expected completion date: January 2021
 - **Updated 1/15/2021 – 75% completed**
- Budget Considerations: Funded through the Academic Technology Dept.
- Communications Considerations: Deans Office, Department Chairs, Academic Technology, Human Resources Department- TBD

Project 2: MFA Creative Writing Multimedia & Digital Learning Platform

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, library 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
 - **Update** – Winter 2021 MFA in Creative Writing Residency hosted 35 Zoom events in Fiction, Nonfiction, Poetry. Events included: Craft Talks, WRT Labs, and readings. Students required to attend six workshops, a total of 9 workshops offered. Hosted 5 visiting writers from multiple genres. Attendance to each event met or exceeded 90% total students indicating student voluntarily surpassed 6 workshop requirement. Increased academic rigor achieved in both second- and third-year curriculum.
 1. Provided enhanced support in Zoom
 2. Expanded the booklist from 8 to 12. Equating now to one book per week during the regular semester.
 3. Increased the length of thesis essay from 12 pages to 25.
 - 100% of 2021 class cohort completed 25-page craft essays. Indicates higher caliber of student commitment and quality when compared to previous cohorts.
- Expected completion date: July 2021
 - **Updated 1/19/2021 – 65% completed**
- 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

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
 - **Update** - Performing Arts created SP21 mix of synchronous, asynchronous and hybrid courses to accommodate the current Covid situation. Focused on continuing to provide essential ensemble experiential learning including offering three hybrid courses in SP21. Cross discipline opportunities explored, and new cross discipline and cross organizational opportunities identified. Materials currently under development to provide opportunities for experiential learning among students rolled in asynchronous and synchronous online courses. Continual and persistent student communication in FA20 provided

academic advisement, proactive assistance, moral support and compassion. As a result of PERF retained all FA20 students in SP21 and attendance was higher than any previous semester.

- Expected completion date: May 2021
 - **Updated 1/22/2021 – 50%**
- Budget Considerations: Funded through PERF Department budget with additional hardware needs funded through JSF Covid-19 Grant and possible other grants- TBD
 - **Update** - New budget for Blackbox floor upgrade under development.
- Communications Considerations: Faculty, Students, Academic Technology Department – TBD, Information Technology Department - TBD

Project 2: Hybrid Degree in Animation – Year 2

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: Strategic Plan for BFA in Arts & Game Design
 - **Update** - Completed design of GAME301 class which is latest course to eventually be integrated into Arts & Game Design degree. FA20 - two other GAME courses ran successfully. FA20 courses will be refined/updated in SP21.
- Expected completion date: May 2021
 - **Updated 1/19/2021 – 35% completed**
- 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

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 has begun.
 - **Update** - COMP102 – Podcasting course syllabus based on SP20 Podcast Special Topics course. completed and ready to be approved by

- Curriculum Committee/ Faculty Council. Specialists in podcasting, sound recording, and editing has been identified as possible future adjunct instructor and additional guest speakers/teachers also identified.
- Expected completion date: April 2021
 - **Updated 1/21/2021 – 40% completed**
- 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

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
 - **Update** – Draft of course completed and being prepared for SP21 launch. Focus refined to provide fitness instruction tailored to use of household objects and body weight in lieu of weights and exercise machines for everyday fitness training. Refinement based on FA20 feedback.
- Expected completion date: December 2020
 - **Updated 1/17/2021 – 95% completed**
- Budget Considerations: Funded Fitness Department Budget
- Communications Considerations: Faculty, Students, Academic Technology Department

Project 2: Health and Wellness

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,

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

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 has begun.
 - **Update** - COMP102 – Podcasting course syllabus based on SP20 Podcast Special Topics course. completed and ready to be approved by

- Curriculum Committee/ Faculty Council. Specialists in podcasting, sound recording, and editing has been identified as possible future adjunct instructor and additional guest speakers/teachers also identified.
- Expected completion date: April 2021
 - **Updated 1/21/2021 – 40% completed**
- 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.

B. Promote health, wellness, and safety

Project 1: Introduction to Fundamental Movements

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
 - **Update** – Draft of course completed and being prepared for SP21 launch. Focus refined to provide fitness instruction tailored to use of household objects and body weight in lieu of weights and exercise machines for everyday fitness training. Refinement based on FA20 feedback.
- Expected completion date: December 2020
 - **Updated 1/17/2021 – 95% completed**
- Budget Considerations: Funded Fitness Department Budget
- Communications Considerations: Faculty, Students, Academic Technology Department

Project 2: Health and Wellness

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,

- **Update** – Library courses curriculum map completed including course outcomes, class timing in degree programs, pre or co-requisites, faculty partners, information literacy frames, and information literacy outcomes. Next step is to use map to develop Literacy Learning Assessment Workplan which will include:
 1. Instructing student how to choose a relevant research database for their research and justify their selection.
 2. Instructing students how to choose metadata phrases and keywords appropriate to their research by exploring and learning standardized terms associated with their research topic. Students will be able to brainstorm divergent and convergent meta data phrases and keywords to locate relevant articles in the databases

Upon completing workplan, specific courses will be targeted for instructional integration and assessment.

- Expected completion date: June 2021
 - **Updated 1/15/2021 – 40% completed**
- Budget Considerations: Funded through IAIA Library Budget
- Communications Considerations: Library, Academic Department Chairs, Faculty, Curriculum Committee Faculty Council, Academic Deans Office

Project 2: ILS Assessment Project

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
 - **Updated** – FA20.TRAD101 Syllabi, student work, and course evaluations assessed for rigor and alignment with objectives/outcomes. Based on assessment SP21.TRDA101 modified to include 5 additional short essays. Identical assessment to be conducted on SP21.ANTH160.
- Expected completion date: May 2021
 - **Updated 1/21/2021 – 50% completed**
- 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

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
 - **Update** - 8-week schedule created and SP21 8-Weeks courses begun. Some initially intended 8-week courses were deemed to be better as 16-week hybrid courses to facilitate greater exploration of central topics in the first 8-weeks followed by concentrated practice in the second.
- Expected completion date: October 2020
 - **Updated 1/19/2021 – 100% completed**
- 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

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
 - **Update** – Overall hybrid and fully online classes saw improved evaluations when compared with SP20. FA20.FUND100 was the only course that saw a decrease in evaluations and will be examined in SP21 for improvement. FA20.FUND100 also saw lower attendance, which may also have contributed to lower satisfaction. An assessment on SP21 fundamental courses and evaluations will be conducted by May 2021.
- Expected completion date: May 2021
 - **Updated 1/17/2021 – 50% completed**
- Budget Considerations: Funded through Studio Arts Department Budget
- Communications Considerations: Faculty, Students, Academic Technology Department

Project 3: Museum Studies Degree Expansion Project

Project focuses 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 Museum Studies MFA program proposal

- **Update Part I** – Distance Learning (DL) Department has engaged in program promotion actions, specifically focused on expanding the IAIA website online certificate degree informational material. Newly developed elements include professionally recorded sample course lectures and Canvas module “take-a-class” options open to prospective students. Meetings between DL and the Museum Studies Department were conducted on website presence, and an action list was compiled. A survey on the Museum Studies Certificate Program was sent to current IAIA student and alumni; follow up interviews and testimonials will be conducted in SP21 and placed on the website.

- **Update Part II** – DL worked with Museum Studies department to complete the proposals for distance learning MFA courses. 9 courses have been approved, 6 courses are pending, and 15 courses are in development, with projected final approvals by March. A 5-question survey will be sent out in SP21 asking for feedback on the interest of an MFA in Cultural Administration from Museum Studies Alumni.
- Expected completion date: April 2021
 - **Update 1/15/2021 – Part I 20% completed – Part II 40% completed**
- 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

Mission Objective 6: Determine need and capacity for new undergraduate and graduate programs

Project 1: Fiber Arts at IAIA

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
 - **Update** - Literature review underway: Nika Feldman, an ILS senior, is working on this project as part of her senior project. Data collection, and a policy recommendation are in process during SP21.
- Expected completion date: June 2021
 - **Updated 1/21/2021 – 33% completed**
- Budget Considerations: Funded through Indigenous Liberal Studies Department Budget
- Communications Considerations: Faculty, Students, Academic Technology Department

Other news:

Associate Professor Thomas Antonio

- My Essay entitled “On the Edge: Listen to Your Plants” was published in the book “The Nature of Desert Nature” which was edited by Dr. Gary Paul Nabhan and published by The University of Arizona Press.

Assistant Professor Daisy Quezada

- Received the [United Stated Latinx Art Form](#) award CHARLA which I've been working toward completing these past months. Once complete the project will be exhibited at the IAIA Library and across Santa Fe Public Libraries.
- Received a fellowship with [The Dots Between](#)

- Exhibited at Santa Fe Art Institute and City of Santa Fe's Midtown Campus [Re-centering Santa Fe/ Social Structures](#)
- Juried the Art Exhibition at New Mexico School for the Arts and gave an artist talk, [Perspective: Juried VA Exhibition](#)
- Joined the [Apprenticeship For Leaders in Mosaic Arts \(ALMA\)](#) Board

Assistant Professor Mattie Reynolds

- Second virtual senior exhibition: <https://iaia.edu/event/iaia-2020-fall-senior-graduating-exhibition-virtual-reservation/>
- A short article on the FA20 senior exhibition (I didn't write it but includes 3 faculty and 3 students): <https://diverseeducation.com/article/199717/>
- Starting work on the third virtual senior exhibition for SP21, opening 4/23
- I was elected to the Board of Directors for the New Mexico Association of Museums as the Marketing Officer.

Assistant Professor Neal Ambrose-Smith

- Allegories of Transformation, exhibition at the PACE Center, Parker CO
- Larger Than Memory: Contemporary Art from Indigenous North America, exhibition and catalogue, Heard Museum, Phoenix AZ (which includes frybread made by Delight Talawepi)
- Heard Museum Virtual Studio Tour with Jaune-Quick-to-See Smith and Neal Inuksois Ambrose Smith, Zoominar
- International Print Exchange, portfolio exhibition organized by Melanie Yazzie
- Neon installation for 516 ARTS The (Tense) Present Exhibition that opens in February. 10 x 15 feet of hand-blown electric glass.
- Thames and Hudson publisher's World of Art Series is set to publish Contemporary Native American Art by Jaune Quick-to-See Smith, Neal Ambrose-Smith and Mario Caro. 200 Contemporary Native Artists, 80,000 words and 250 illustrations.

Russel Stolins and Nami Okuzono – Academic Tech

The Academic Technology Department had the following accomplishments from October 2020 to Jan 2021.

Teaching for IAIA –Asynchronous Course for Adjunct Faculty - Academic Tech deployed a new course for training adjunct faculty on January 8, 2021. The course

- guides faculty through essential campus policies, Canvas course development, using Zoom for online class sessions, and teaching resources.
- Online Learner Course –Asynchronous Course for New Students - Academic Tech deployed a new course for to help new, transfer, and returning students prepare to learn online. The course includes clips from student and faculty/staff interviews reinforcing the benefits of time management, setting up a learning space, personal librarians, and other topics to help students have a successful semester. (See workplan project update.)
- IAIA Faculty –Virtual Workshops During In-service Week - Academic Tech staff hosted four faculty development sessions throughout the week.
 - Enhancing Your Online Course

- Adjunct Orientation –Technology Session
 - New and Adjunct Faculty Technology Support Session
 - Dual Credit Faculty Support Session
- Assistance to IAIA Departments - Academic Tech staff continue to provide expertise and support to IAIA departments as they move facets of their operations online. Support examples include:
 - Admissions –setup of tracking data for new student admissions
 - Learning Lab –configuring online schedules, training staff
 - Studio Arts–online reservation system for studio spaces
 - Academics-Set up of purely online Incomplete course application and approval process
 - Student Orientation–extensive help with online placement test administration
 - Student Success –arrangements for ADA accommodation support
 - Dual Credit Program –training for faculty and assistance to program coordinator
- Managing the Student Hub and Faculty Hub courses - Academic Tech staff set up the undergraduate HUB courses for faculty and students. These provide audience-focused summaries of critical information and resources. These courses also facilitate announcements to students and faculty.
- ePortfolio Review Academic Journal - Nami and Russel continue serving 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. Production work starts in February for the Winter/Spring 2021 issue.

Felipe Colón – Assistant Professor and Interim Academic Dean

- Completed first semester of NAU Tribal Nation Building and Leadership Graduate Certificate with 4.0 GPA
- Submitted first draft of Cultural Resource Management Program Development Handbook to NAU Department of Applied Indigenous Studies for publication review

To: Dr. Robert Martin
From: Manny Ramirez
Date: January 22, 2021
Subj: Alumni Council Quarterly Board Report

IAIA Alumni Council Report

We are currently in the works with promoting our IAIA alumni via Instagram. We are also talking with our IAIA alumni in producing content related to our core values and the IAIA mission. Also, we are collectively establishing a directory in partnership with museum personnel throughout the nation. We are discussing future virtual art shows, original blog content, and TCU stories. Our IAIA alumni council is working diligently with what we can do for our respective communities. We are keeping our IAIA community more robust through conversation, health, and wellness, and most of all, generating content with new hope and new potential in mind.

To: Dr. Robert Martin
From: Nena Martinez Anaya
Date: January 22, 2021
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. Virtual planning for the annual Career Fair is underway for late March or early April. The Director continues with virtual career readiness and internship preparation workshops and classroom presentations for Spring 2021. Workshops include resume and cover letter building, mock interviews, importance of soft skills and how to best navigate job search websites. 75%

Other: Work-Study program. The Director managed a successful transition of the work-study process from in-person to 100% virtual working closely with the Associate Director of Marketing and Communications in developing a Wufoo 3-step process. Final employment opportunities yielded 24 offices and/or departments offering 50 positions with 23 positions being virtual.

Mission Objective I: Improve Student Success Institutional Priority A: Increase resources for students: Project 2: Measure the effectiveness of the Graduate School Day. The Director scheduled 7 virtual recruitment recordings and live sessions in the month of November. These information sessions inspired one-to-one networking for students in preparation for graduate school goals. 50%

Other: Mentorship Program: The participants for Fall 2021 included 3 Student Mentors, 16 Student Mentees, 7 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 and have completed total of over 62 meeting hours.

Other: Early Alerts: continues as a collaborate cross-department team that helps connect students to resources to improve student success. Faculty or staff can submit an Early Alert Referral regarding concerns of student academic, behavioral, or personal life. Once a referral is received, the student is contacted and connected to resources provided by IAIA or off campus. Fall 2020 showed 382 referrals and Spring 2020 had 548 referrals.

Other: Staff Advisor Program in early November 2020, the program was launched and was established to improve persistence rates toward degree completion and increase fall-to-fall persistence by two percentage points by Spring 2022. The effort is co-chaired by the Internship and Career Director, the Interim Dean of Students, and the Artist-in-Residence Administrative Assistant. The program's design is to match new freshmen with staff advisors to increase support for the student and provide a pathway for graduation. Thirty-six new freshmen were randomly matched with fifteen volunteer staff. Empower training was held for staff to document their method and frequency of contacting their student. Outreach continues for Spring 2021.

Other Dual Credit Program Report- Spring 2021 semester we have 30 classes at 11 high school sites estimating 300 enrolled students. All courses are offered in an online format.

Mission Objective 1: Improve Student Success Project 4 Emergency Aid Program Since July 1st, 2020, we have helped 18 students with emergency aid funds totaling \$9,019.58. The top 3 needs were: (1.) 43% Housing and Utilities (2.) 38% Vehicle (3.) 12% Food. 75%

Other: The Retention Scholarships have been effective in retaining our students.

Scholarship	Term	Amount	# Students
Scallen Recruitment	2019 Fall	\$18,000	14
Scallen Retention	2019 Fall	\$44,160	37
Scallen Retention	2020 Spring	\$22,377	22
Scallen Retention	2020 Fall	\$14,258	19
Scallen Recruitment	2020 Fall	\$11,000	11
CARES Act Retention	2020 Fall	\$ 9,446	6

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. 75%

- IAIA Informational Sessions- scheduled every 3rd Thursday of the month at 5pm.
- IAIA Freshmen Admissions Videos- will be created and added to our website.
- IAIA Transfer Application Videos- will be created and added to our website.
- IAIA Admissions Brochure is in the final stages of development and finalized by early March.
- **COVID-19 response**
- Live-Chat- Two staff members and 1 seasonal staff are agents from 10 am-7 pm M-F. From October to January we have engaged in 64 chats with 100% customer satisfaction. We are increasing productivity and usage with our agents to improve response and customer service.
- Online calendar appointment schedule created for Admissions Counselor to schedule 1-1 zoom/phone call meetings
- Increased social media ads and promotions and placed more ads in the local NM/AZ area.
- Campus Tour Report
- No in-person tours have been conducted due to the campus closure.
- Created an in-house virtual tour of campus to provide to incoming students and prospective students.
- Received Strategic Prioritization funds in the amount of \$11,000 to improve the virtual campus tours.

Other: Table 1. The chart below lists the number lists the estimated student enrollment by type. We are expecting between a 9%-15% decrease compared to Spring 2020 due to the pandemic.

	Spring 2021	Spring 2020
FTE	420-450	470
Headcount	550-600	689
Continuing (undergraduate)	220-230	265
New Freshmen	13	14
Transfer/Certificate	11	12
Graduate	38	41
Dual Credit	275-300	336
Readmit	9	9
Non-Degree	9	12

Table 2. lists the accepted new students for the Fall 2021 semester as of 1/15/2021

Fall 2021	
New Freshmen	15
Transfer/Certificate	2
Graduate	0
Dual Credit	0
Readmit	1
Non-Degree	1
Total	19 (17 FA20)

Table 3. Lists the recruitment events in since December 2020.

Date:	Event
12/10/20	Gallup HS Zoom Presentation
12/10/20	New Mexico School for the Deaf Zoom Presentation
12/10/20	Amplified Nevada Native Youth Zoom Presentation
12/17/20	IAIA Zoom Info Session Presentation
12/17/20	Chinle HS Zoom Presentation
1/8/20	Pinon HS Zoom Presentation
1/21/20	IAIA Zoom Info Session Presentation
1/25/20 -1/30/20	2021 Online Virtual College Fair 2021 – Western US States
10/15/20 – 1/14/20	19 Calendly Appointments

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

12/14/20- National Clearinghouse Training, Bill Sayre

1/20/2021- HLC Team Meeting for Assurance Argument for Tohono O'odham Community College

Karen Gomez, Internship and Career Director

11/9/20 – Served on the International Gilman Scholarship Selection Panel

11/12/20 – Project Success Webinar-Shaping Students' Futures: Career & Professional Development at Minority Serving Institutions.

11/18/20 – Work-Based Learning Roundtable Consortium, NM Perkins V Consortium B and the Los Alamos Foundation.

12/1/20 – Pathways Base Camp Meeting.

12/3/20 – Project Success Webinar-Employer Relations: Developing a Winning Strategy for your Student

12/4/20 – New Mexico Consortium of Career Educators & Employers Virtual Bi-Annual Meeting

12/15/20 -Fulbright National Selection Committee Observation (Fulbright Program Advisor for IAIA).

Scott Whitaker, Director of Financial Aid and Student Accounts

11/6/20 -Attended Staff Advisor Training

11/18/20- Presented at a Livestream FAFSA Workshop

12/1/20 –12/4/20 -Attended the SFA Virtual Conference

12/3/20 -Attended NMAFSA meeting

Leah Boss, Financial Aid and Scholarship Advisor

11/4/20 -AICF Improve Your Scholarship & Internship Application Webinar

12/1/20 -12/4/20 Federal Student Aid Annual Conference (Virtual)

12/10/20-AICF 2021 Tribal College Blanket Competition Webinar

Nona Tafoya, Student Account Specialist

11/18/20-Attended Beyond Blue and Pink workshop

12/17/20-Empower User's Training

Veronica Bustamante, Admissions Specialist

12/14/20- National Clearinghouse Training, Bill Sayre

1/5/21- Empower Missing Document Training

Warrior Brown, Admissions Counselor

12/15/20 - ADA Refresher with Nena and NM School for the Deaf

Mary Silentwalker, Admissions Director

12/14/20- National Clearinghouse Training, Bill Sayre

To: Dr. Robert Martin
From: Lawrence T. Mirabal, CFO
Date: 1.22.21
Subject: Quarterly Board Report for Finance, HR, IT, Facilities, Bookstore and Museum Store

Mission Objective III: Build college community

Inst. Priority “A” – Promote community environmental engagement

Project: Establish a series of student-centric events at the Campus Bookstore

To further establish a connection between the Campus Bookstore and the campus community, a series of fun, creative events will be established. These events can be linked to themes, such as climate change, promoting student success, or animation. Students could be surveyed to see where the greatest interest lies, to ensure maximum participation. The events would begin online initially but could shift to in-person once it is safe to do so.

Update – The Campus Bookstore held a panel virtual panel show during the IAIA virtual open house. The session encouraged viewers to cheer on IAIA faculty and staff members as they answered questions about IAIA to win prizes. For the spring semester, the Campus Bookstore is planning to host design events with students.

This project is 50% complete.

Mission Objective IV: Ensure a safe community

Inst. Priority “A” – Promote health, wellness, and safety.

Project: Complete ADA access projects on the IAIA campus

Working together, the CFO, the Student Success Center, and the Facilities Department will utilize reports from the Governor’s Commission on Disability to identify the highest priority projects. From this prioritized list, work will be undertaken on the IAIA campus to improve ADA accessibility. These initiatives will range from improving parking lot access to modifying furnishings, entryways, alarm systems, and dorm rooms.

Update – The Chief Enrollment and Retention Officer worked with the CFO to develop a final draft of the prioritized list of projects. From this list, an initiative to make parking lots across the IAIA campus more ADA accessible rose to the top. An RFP process was initiated, a contractor was selected, the contract was vetted through the NMHED, and work commenced on the project in January 2021. The project will include replacing curbing sections, installing ramps, re-stripping parking spaces, changing/adding signage, and other changes to ensure good ADA accessibility in any parking lot on campus.

This project is 30% complete

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

Project: Working with the Life Safety Committee, the Facilities Department will build upon the enhancements that were made to the security camera system in FY20 to make further improvements. These changes may include adding cameras in areas that are currently not covered, as well as possible enhancements to the computer-based side of the system.

Update – The Facilities director has taken the lead on this project and has been in contact with the vendor that performed the previous upgrades. A long-range, multi-year plan was requested and the next steps in that plan are currently being assessed. This phase will most likely include the installation of cameras in areas that currently have no coverage.

This project is 15% complete

Mission Objective V: Advance contemporary Native arts and cultures

Inst. Priority “B” – Consider developing a Native Research Center

Project: Develop a Contemporary Native Arts Research Center on the IAIA campus

The project will be co-led by the CFO and Dr. Lara Evans. The process will include developing two design teams to inform the work of renovating the Sci-Tech building to accommodate the Research Center, constructing an addition to the Academic building to house new science labs, conservation labs, and a film studio, and relocating the IAIA archives to the Sci-Tech building.

Update – The CFO established two internal design teams to inform the work of the architects. One team was tasked with establishing a vision for the Research Center itself, while the second team was tasked with imagining the new space that will be constructed onto the west side of the Academic building. Both teams convened and provided excellent ideas. Currently, the work of the Academic Building Design Team is finishing, as their conceptual design is being finalized and will soon transition into 100% construction documents. The Research Center Design Team will reconvene in the summer to finalize their conceptual design work.

This project is 10% complete

Mission Objective VI: Build Institutional Capacity for Growth

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

Project: College-wide IT equipment replacement and wireless access improvement

This will be a comprehensive project that will significantly upgrade the college's network infrastructure. It will include the replacement of the network's core switch, all local switches in buildings throughout the campus, and wireless access points throughout the campus.

Update – All of the equipment for this project has been ordered, and much of it has arrived on campus. The IT team is still awaiting the delivery of the core switch to begin the project. Ardham Technology, the college's technology partner, is currently working with the IT dept. to develop the configuration requirements for the new equipment.

This project is 15% complete.

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

Project: Conduct a complete review and update of the Finance policies and procedures manual.

It has been several years since the Finance P&P manual has been updated. The CFO and Controller will review the current P&P manual and compare what the manual specifies with current best practices and the business environment at the college.

Update – The CFO has completed a review of the manual and is working with the Controller to identify areas where updates may be needed. At present, roughly 50% of the manual has gone through the update process.

This project is 50% complete.

Departmental Reports:

Finance/Office of the CFO:

- The Facilities Department and the CFO worked with external contractors to complete Phase II of the HVAC replacement project at the academic building.
- The Controller is in the final stages of working through the yearly external audit. Aimee Balthazar deserves special recognition for her work in leading several offices at the college through this process and for her unwavering commitment to ensuring compliance with best financial practices.
- Two design teams made up of internal stakeholders have been assembled by the CFO to inform the design of the new Research Center. To date, the conceptual design for the new space to be constructed at the Academic building has been finalized, and work has now begun on 100% construction documents.
- The Facilities Director and the CFO are currently developing a master RFP for a comprehensive solar implementation plan for the campus. The next phase of this work will involve the installation of solar panels on the Academic building roof.

HR:

- 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 **December 2020- February 2021**
 - On the promotion and recruitment side, the following 3 positions were filled during this reporting period:
 - An Institutional Advancement Services Manager and non-Native
 - A Special Events Manager and non-Native
 - A Director of the MFA Program, Studio Arts and non-Native

IAIA Turnover Trend 2010 - 2020

Turnover Trend Overview: 2010 – 2020: Highlighted below is an overview of IAIA's turnover rate trend for the past 11 years.

Calendar Year	Average Annual Employee Population	Number of Separated Employees	Overall Annual Percentage
2010	108	25	23%
2011	107	30	28%
2012	104	24	23%
2013	103	19	18%
2014	106	11	10%
2015	106	20	18%
2016	105	13	12%
2017	108	13	12%
2018	109	19	17%
2019	109	19	17%
2020	106	13	12%

Breakdown of Full-Time Employee Exits for 2020:

13 Full-time employees left IAIA during the 2020 calendar year.

2 employees left due to medical situations that would no longer allow them to work.

3 employees retired from the workforce.

1 employee left for personal reasons.

2 employees left IAIA due to a restructuring of their department.

2 employees were terminated from IAIA during their new-hire probationary periods.

3 employees left to pursue other professional opportunities.

Review:

IAIA works hard to keep turnover rates low. Turnover is costly and impacts departmental and organizational efficiency. Turnover rates can be impacted by several factors, job satisfaction, compensation, the opportunity for advancement, employee engagement, and transparency.

Retirement from the workforce due to age or health issues accounted for most of the voluntary turnover in 2020. Exit interviews in 2021 continue to indicate overall satisfaction with the IAIA culture and a sense that the organization does have the best interests of the employees at heart.

Terminations:

Two employees were hired into positions that were not a good fit and were terminated during their probationary period. In reviewing the recruiting for these two positions, there were no obvious flaws in the hiring process. As candidates, both had qualifications and experience that met or exceeded the job requirements. While on paper and in interviews, these two candidates appeared to be well matched to the positions, they turned out not to be a good fit and were terminated during the probationary assessment period.

Pandemic:

With the support of the President's Office and the Board of Trustees, IAIA was able to retain all school and museum employees. Unlike virtually every other college or university reporting in the state of New Mexico, no IAIA employees have been laid off or furloughed due to the pandemic.

Facilities:

- The ADA parking lot accessibility project has begun.
- The backup generator for IT infrastructure is installed and fully operational.
- Phase 2 of the Academic building HVAC replacement project is 90% complete. Test and balance will occur in late January, which will complete the project.
- The Facilities Department recently took delivery of 13 pallets of PPE that were donated to the college. Space was cleared in the Facilities building to store the supplies until they can be used.

IT:

- **Network Replacement Projects:**
The IT Department is working with Ardham Technology to configure the correct type of equipment (core switch and end switches) that will benefit IAIA for the next 10 years and work with other upgrades to be done soon. The equipment has been ordered, and the IT Department has received the endpoint switches. The college is awaiting the delivery of the core switch to start the replacement project.
- The Fiber Cable Replacement for CLE Dorms, Acad. Building, LTC, and Facilities Building is now complete. The old fiber cabling was 1GB and was replaced with 10GB fiber. All new fiber has been installed and tested.
- Covid-19 related: 80 new laptops have been received from Dell and will be loaned out to students as necessary. The laptops have been configured for students, and 4 have been checked out thus far. IT has reached out to all incoming students requesting that they contact IT if they need a loaner laptop. If there is no additional need for incoming students, then students who have older loaners will be contacted to have them exchange their current loaner for a newer model.

IAIA MUSEUM STORE

MUSEUM STORE HIGHLIGHTS (Q1)

- The Museum was able to remain open to the public for the majority of Q1. During the two-week closure at the end of November 2020, the Store staff prepared for and filled the immense number of orders from the Black Friday/Cyber Week Sale on the Online Store.
- The official IAIA Custom Robe Blanket has arrived! The Blanket was added to the Online Store before the Black Friday Sale, to great success. The launch of the Blanket, combined with the current offering of the Letterman Jacket, shows an active interest in high-end branded goods. This is something Stores has been discussing with MarComm and will be pursuing in FY21.
- While the Store did not host events during Q1, it did heavily observe the buying behaviors of our customer base and noticed new trends. Most in-store visitors now skew much younger, while our online shopper is usually older. This information, partnered with continuing updates about the Covid-19 vaccination process, will allow the Store to build and implement a sales-recovery strategy that should yield results over the next year.

UPCOMING MUSEUM STORE HAPPENINGS

- *Untitled* - Anthony Parker is set to open in early February 2021. Anthony has worked off-and-on with the Museum Store for several years, but this will be his first solo show in the LKN Gallery. Anthony is primarily an acrylic artist with a focus on social themes. He is also a self-taught actor and screenplay writer with several film credits. He currently has four works at the Museum Store that feature themes from the on-going pandemic.
- *Bazille Owen-Reese Trunk Show* is set to open Spring Break 2021. This will be the first "artist takeover" the Store will be hosting with our jewelry cases, a new strategy for 2021. Because pop-up events are virtually impossible, this offers a

similar process for artists to showcase products that normally wouldn't fit in the LKN Gallery Space. These events will also tie-in with the opening of the jewelry show, from the IAIA collection, opening July 2021.

- *IAIA and MoCNA Anniversary Collections* – these products will be undergoing development throughout 2021. This collection will focus on the 60th and 50th (respectively) anniversaries of IAIA and MoCNA, offering an entirely new experience for our customers.

IAIA MUSEUM STORE FOUR YEAR SALES HISTORY (Q1 - 10/01/2020 - 12/31/20*)

*Note: Q1 FY21 saw a two-week operational closure at the end of November, during the Thanksgiving weekend.

QUARTER	TOTAL SALES	TOTAL PROFIT	PROFIT MARGIN	MERCHANDISE SALES	ADMISSION SALES
Q1 FY21	\$17,589.07	\$9,322.17	52.23%	\$17,264.07	\$325.00*
Q1 FY20	\$96,769.19	\$57,314.58	61.51 %	\$61,650.56	\$31,532.50
Q1 FY19	\$93,183.06	\$82,838.86	63.56 %	\$94,569.32	\$35,767.50
Q1 FY18	\$130,336.82	\$62,891.77	61.56 %	\$72,515.06	\$29,655.00

Sales data obtained from Counterpoint Management History Summary Report.

*Note: In-store ticket sales halted early in Q1, with MoCNA switching to online-booking only.

Admission Sales do not reflect Online Ticket Sales. Please see the Online Store Data Report.

RESPONSE TO Q1 FY21 SALES FIGURES

- Q1 FY21 has shown that the Museum Store is slowly recovering from lost sales. While profits and overall figures are still down ~50%, there is a renewed interest in shopping from patrons and the community.
- The Store is altering offerings in-store to reflect what has been the most-requested or a high seller. Focus is falling to recently published books of all genres, expanding the offerings of the Kid's Department to a more inclusive age-range, and pushing all product types in lower price ranges.
- High price range items will be transferred to the Online Store at peak times to entice repeat customers. Luxury items have been shown more interest by our Online customers, and this will allow for the Museum Store to renew higher turnover of products.

IAIA CAMPUS BOOKSTORE

CAMPUS BOOKSTORE HIGHLIGHTS (Q1)

- Student, staff, and faculty engagement with the eCampus textbook rental program has increased exponentially, and Spring 2021 distribution has already benefited immensely. By increasing Bookstore presence on social media, thanks to MarComm, faculty education, and materials on the IAIA website, Portal, and Canvas, students have been able to take the initiative and troubleshoot issues with eCampus.
- The Campus Bookstore hosted a “panel gameshow” during the IAIA Virtual Open House, in which Colin Fraser interviewed members of the IAIA community and

challenged them to a question round for important information about IAIA student life, history, and faculty/alumni/student accomplishments. Touching stories and funny jokes were shared during this live event, where viewers were able to enter their names to win a prize if panelists answered enough questions correctly (they did!).

- Several large orders for merchandise, promotional, and event material from other IAIA departments were filled through the Campus Bookstore. IAIA Pendleton blankets, IAIA brand merchandise, and hundreds of IAIA publications (*Making history* as the highlighted text) were included.

UPCOMING CAMPUS BOOKSTORE HAPPENINGS

- The Campus Bookstore will continue to be operational during the Spring semester, using CDC-recommended compliances.
- The Campus Bookstore will also be launching more official IAIA Logo Gear items, starting with a new Spring/Summer Apparel Collection.
- Student engagement events are planned, including raffles to promote textbook rental returns and art contests for new Stores products. Students, staff, and faculty will be canvassed for ideas to increase engagement in events.

IAIA CAMPUS BOOKSTORE TWO YEAR SALES HISTORY (Q1 - 10/01/2020 - 12/31/2020)

QUARTER	TOTAL SALES	% CHANGE TO LY	PROFIT MARGIN	# OF TICKETS
Q1 FY21	\$10,505.90	52.5% (-)	27.19%	678
Q1 FY20	\$22,121.15	N/A	32.5%	2,525

Sales data obtained from Counterpoint Management History Summary Report.

RESPONSE TO Q1 FY21 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 also continue to work towards crossover with the Online Store to provide products and possible online student events.

IAIA ONLINE STORE

ONLINE STORE HIGHLIGHTS (Q1)

- The Online Store has surpassed 1,000 orders! This milestone is a huge achievement, thanks heavily to the sale of online to MoCNA.
- The Online Store hosted a Black Friday/Cyber Week Sale, to more success. The sale effectively wiped the inventory for the Online Store, allowing for room for new items.
- The promotional email that went out from MarComm, on behalf of the Stores, for Black Friday had the highest click-through rate of any campaign over the last five years. The email only saw a 2% unsubscribe rate out of ~700 emails.

UPCOMING ONLINE STORE HAPPENINGS (ON-GOING)

- The Online Store will be focusing on a heavy jewelry launch as a cross-promotional opportunity. Not only will this drive Valentine's Day sales, but it will act as a preview of an upcoming jewelry exhibit at MoCNA, opening July 2021.
- The Online Store will feature the launch of the Spring/Summer IAIA Logo Gear collection, along with any products that result from the Anniversary collections being developed.

ONLINE STORE TWO YEAR SALES HISTORY (Q1 - 10/01/2020 - 12/31/2020)

QUARTER	GROSS SALES	NET SALES	ITEMS SOLD	ORDERS PLACED	SHIPPING CHARGES	ONLINE TICKETS	TICKET SALES
Q1 FY21	\$17,988.00	\$16,687.00	712	538	\$1,301.00	304	\$4,300.00
Q1 FY20	\$208.00	\$172.00	5	4	\$36.00	N/A	N/A

Online Store data obtained from WooCommerce Reports.

ONLINE STORE ACTION PLAN

- The launch of additional publications will continue to drive sales when other departments are depleted. This will help clear out old stock from the Museum Store.
- The Online Store customer demographic continues to slowly change as the world recovers from the on-going pandemic. This shift will be a large focus for what items and price points will be shifted to the Online Store, along with continued modifications to the Store site page and Online Ticketing system.

**Quarterly Report to the Board of Trustees
Institute of American Indian Arts
February 2021**

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

**FINANCIAL STATEMENTS
As of December, 31**

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

	TOTAL BUDGET	TOTAL ACTUAL EXPENDITURES	TOTAL BUDGET REMAINING	% REMAINING
EXPENDITURES BY CATEGORY				
COST OF SALES	\$ 226,479	\$ 19,197	\$ 207,282	92%
SALARIES & FRINGE BENEFITS	8,832,896	1,890,980	6,941,916	79%
OPERATING EXPENSES	1,186,759	224,840	961,919	81%
FOOD & CATERING	819,336	156,283	663,053	81%
PROFESSIONAL SERVICES	1,119,844	126,231	993,613	89%
SCHOLARSHIPS & FELLOWSHIPS	5,500	0	5,500	100%
M&R, UTILITIES & OTHER	1,474,552	266,147	1,208,405	82%
TRAVEL	279,945	144	279,801	100%
TRAINING	69,041	2,342	66,699	97%
VEHICLES	51,350	6,529	44,821	87%
TOTAL EXPENDITURES	\$ 14,065,702	\$ 2,692,693	\$ 11,373,009	81%
EXPENDITURES BY DEPARTMENTS				
BOARD OF TRUSTEES	\$ 80,000	\$ 1,453	\$ 78,547	98%
OFFICE OF THE PRESIDENT	963,940	163,605	800,335	83%
INSTITUTIONAL RESEARCH	319,343	51,331	268,012	84%
INSTITUTIONAL ADVANCEMENT	403,217	69,468	333,749	83%
FINANCIAL SERVICES	749,216	151,754	597,462	80%
INFORMATION TECHNOLOGY	480,127	102,102	378,025	79%
CENTER FOR STUDENT LIFE	489,942	84,296	405,646	83%
ADMISSIONS & RECRUITMENT	323,463	50,760	272,703	84%
FACILITIES MANAGEMENT	1,527,980	357,731	1,170,249	77%
MUSEUM	1,043,639	196,782	846,857	81%
ACADEMIC DIVISION	3,313,198	764,912	2,548,286	77%
STUDENT SUCCESS CENTER	953,336	163,008	790,328	83%
LIBRARY	440,338	98,708	341,630	78%
MFA CREATIVE WRITING PROGRAM	883,315	97,141	786,174	89%
MUSEUM SHOP	334,679	55,681	278,998	83%
CAMPUS BOOKSTORE	201,008	23,675	177,333	88%
STUDENT HOUSING	1,103,136	229,249	873,887	79%
CONFERENCE SERVICES	110,825	17,191	93,634	84%
STRATEGIC PRIORITIES PROJECTS	345,000	13,846	331,154	96%
TOTAL EXPENDITURES BY DEPARTMENTS	\$ 14,065,702	\$ 2,692,693	\$ 11,373,009	81%
EXPENSES NOT ALLOCATED TO DEPARTMENTS				
Unemployment Insurance	\$ 20,000			
IAIA Advocacy Fund	25,000			
Direct COVID response	75,000			
Interest on Debt - Residence Ctr NMFA Loan (3.4%) + fees	235,580			
Residence Center NMFA Loan	239,111			
Reserve Addition	251,605			
Total FY21 Annual Budget Total	\$ 14,911,998			

STATEMENT OF REVENUES - COMPARATIVE
IAIA & AUXILIARY
First Quarter Comparison - FY21 & FY20

	FY21			FY20 Actual 3 Months Ending 12/31/2019	Variance Between FY20 & FY19 YTD Actual Positive/(Negative)
	Projected Annual Revenues	Actual 3 Months To 12/31/2020	% of Projected Achieved YTD		
REVENUES					
Federal Appropriation	\$ 10,458,000	\$ 7,377,000	70.5%	\$ 7,377,000	\$ -
<i>Forward funding received prior year</i>					
CARES Act Funding - Institutional portion	171,259	171,259	100.0%	0	171,259
HEER Funding - TCCUs/AIHEC	1,085,861	1,085,861	100.0%	0	1,085,861
	\$ 11,715,120	\$ 8,634,120	73.7%	\$ 7,377,000	\$ 1,257,120
Tuition & fees	\$ 942,338	\$ 413,636	43.9%	\$ 661,705	\$ (248,070)
Distance Learning/Academic Tech.	100,091	79,920	79.8%	99,976	(20,056)
MFA Creative Writing Program	600,000	0	0.0%	0	0
MFA Studio Arts Program	109,725	0	0.0%	0	0
Student Fitness Center	15,000	0	0.0%	(180)	180
Residence Hall	284,939	151,837	53.3%	317,666	(165,829)
Family Housing Rentals	181,716	23,140	12.7%	93,883	(70,743)
Meal Plan	269,685	165,849	61.5%	381,800	(215,951)
Conference Services	101,000	0	0.0%	2,150	(2,150)
Museum Admissions	68,494	3,045	4.4%	34,594	(31,549)
Museum Shop Sales	177,776	15,564	8.8%	61,892	(46,329)
Campus bookstore sales	118,347	22,001	18.6%	26,305	(4,304)
Museum memberships	31,500	5,000	15.9%	3,050	1,950
Museum Contributions (temp restricted)	10,000	0	0.0%	0	0
General Contributions (unrestricted)	180,000	5,000,000	2777.8%	0	5,000,000
Scholarship, Education Donations	279,500	20,262	7.2%	171,064	(150,802)
Trust Endowment Draw	135,000	0	0.0%	0	0
Miscellaneous Income/Indirect Revenue	75,000	8,604	11.5%	33,224	(24,620)
REVENUES EXCLUDING FEDERAL APPROPRIATION	\$ 3,680,111	\$ 5,908,858	160.6%	\$ 1,887,129	\$ 4,021,729
Estimated reduction for:					
Uncollectible Student Accounts	(83,233)				
Excess Institutional Scholarships	(400,000)				
TOTAL REVENUES	\$ 14,911,998	\$ 14,542,978	97.5%	\$ 9,264,129	\$ 5,278,849

SCHEDULE OF REVENUES AND EXPENDITURES
IAIA & AUXILIARY
First Quarter Comparison - FY21 & FY20

	FY21 Unaudited 3 Months Ending December 31, 2020	FY20 Unaudited 3 Months Ending December 31, 2019	Variance Favorable or (Unfavorable)
REVENUES			
Federal Appropriation	\$ 7,377,000	\$ 7,377,000	\$ -
CARES Act Funding - Institutional portion	171,259	-	171,259
HEER Funding - TCCUs/AIHEC	1,085,861	-	1,085,861
Tuition & Fees	493,556	761,501	(267,945)
Residence Hall/Family Housing	174,977	411,549	(236,572)
Meal Plan	165,849	381,800	(215,951)
Museum Shop	15,564	61,892	(46,329)
Campus Bookstore Sales	22,001	26,305	(4,304)
Conference Services	-	2,150	(2,150)
Unrestricted Contributions	5,008,045	37,644	4,970,401
Temporarily Restricted Contributions	20,262	171,064	(150,802)
Trust Endowment Draw	-	-	-
Miscellaneous Income	8,604	33,224	(24,620)
TOTAL REVENUES	\$ 14,542,978	\$ 9,264,129	\$ 5,278,849
EXPENDITURES			
Cost of Sales	\$ 19,197	\$ 54,205	\$ 35,008
Salaries & Fringe Benefits	1,890,980	1,964,234	73,254
Operating Expenses	224,840	236,959	12,118
Food & Catering	156,283	109,528	(46,755)
Professional Services	126,231	126,439	207
Scholarships & Fellowships	-	2,850	2,850
M&R, Utilities & Other	266,147	250,871	(15,276)
Travel	144	63,846	63,702
Training	2,342	8,014	5,672
Vehicles	6,529	10,804	4,275
Total Costs General & Administrative	\$ 2,692,693	\$ 2,827,749	\$ 135,056
TOTAL EXPENDITURES	\$ 2,692,693	\$ 2,827,749	\$ 135,056
NET INCOME/(LOSS)	\$ 11,850,285	\$ 6,436,380	\$ 5,413,905

SCHEDULE OF REVENUE AND EXPENDITURES
INSTITUTIONAL ADVANCEMENT
First Quarter Comparison - FY21 & FY20

	FY21 Unaudited 3 Months Ending December 31, 2020	FY20 Unaudited 3 Months Ending December 31, 2019	Favorable or (Unfavorable) Change
REVENUES			
Donations:			
Endowed Scholarship Donations	\$ -	\$ -	\$ -
Permanent/Chair Endowment Donation	-	-	-
General Donations	5,000,000	-	5,000,000
Scholarship Donations	20,262	171,064	(150,802)
TOTAL REVENUES	\$ 5,020,262	\$ 171,064	\$ 4,849,198
EXPENDITURES			
Personnel			
Staff Salaries	\$ 46,040	\$ 41,882	\$ (4,158)
Student Wages	-	1,054	1,054
Social Security	3,483	3,160	(323)
403B Plan	2,027	1,356	(671)
Insurance Benefit	5,875	6,016	141
Total Personnel Expenditures	\$ 57,425	\$ 53,467	\$ (3,958)
Operating Expenditures			
Advertising - promotional	\$ 1,487	\$ 407	(1,081)
Contributions, gifts & awards	26	-	(26)
Dues & Memberships	14	14	(0)
Food & catering	-	87	87
Meeting Costs	-	25	25
Office supplies	9	457	447
Personnel search - advertising	310	603	293
Postage, freight & delivery	232	50	(182)
Printing	417	(31)	(448)
Receptions & shows	-	49	49
Solicitation & Cultivation	4,432	-	(4,432)
Stipends & honoraria	-	200	200
Subscriptions & Publications	276	111	(165)
Computer equip & software under \$5,000	-	24	24
Equipment & Furniture under \$5,000	294	-	(294)
Maintenance - equipment & software	2,688	4,208	1,520
Consultants/Professional Services	1,673	-	(1,673)
Travel - accomodation & meals	-	1,928	1,928
Travel - transportation	-	1,727	1,727
Utilities - telephone	184	184	0
Total Operating Expenditures	\$ 12,043	\$ 10,041	\$ (2,002)
TOTAL EXPENDITURES	\$ 69,468	\$ 63,508	\$ (5,960)
NET INCOME/(LOSS)	\$ 4,950,794	\$ 107,556	\$ 4,843,237

SCHEDULE OF REVENUE AND EXPENDITURES
MUSEUM SHOP
First Quarter Comparison - FY21 & FY20

	FY21 Unaudited 3 Months Ended <u>December 31, 2020</u>	FY20 Audited 3 Months Ended <u>December 31, 2019</u>	Favorable or (Unfavorable) Change
SALES			
Sales less Discounts	\$ 15,943	\$ 61,875	\$ (45,932)
Shipping & Packing	10	78	(68)
Refunds	(389)	(60)	(329)
	<u>\$ 15,564</u>	<u>\$ 61,892</u>	<u>\$ (46,329)</u>
Cost of Goods Sold			
Cost of Sales	\$ 11,547	\$ 38,814	\$ 27,267
Gross Profit on Sales	\$ 4,016	\$ 23,078	\$ (19,062)
GP %	25.81%	37.29%	-11.48%
OTHER INCOME			
Admissions	<u>\$ 3,045</u>	<u>\$ 34,594</u>	<u>\$ (31,549)</u>
INCOME BEFORE OPERATIONAL EXPENSES	\$ 7,061	\$ 57,672	\$ (50,611)
EXPENDITURES			
Personnel			
Salaries	\$ 33,107	\$ 33,171	\$ 65
Payroll Taxes	2,232	2,488	256
Savings Plan	1,161	1,082	(79)
Insurance	4,056	5,782	1,726
Total Personnel Expenditures	<u>\$ 40,555</u>	<u>\$ 42,524</u>	<u>\$ 1,968</u>
Personnel costs as % of sales + admissions	217.94%	44.07%	-173.87%
Operating Expenditures			
Advertising - promotional	\$ 429	\$ 287	\$ (142)
Bank charges	680	1,763	1,084
Cash (over)/short	27	(11)	(39)
Dues & Memberships	14	14	(0)
Exhibit costs	-	191	191
Food & catering	-	80	80
Licenses & permits	390	250	(140)
Meeting Costs	-	114	114
Office supplies	1,332	1,166	(166)
Postage, freight & delivery	85	201	116
Stipends & honoraria	-	50	50
Equipment & Furniture under \$5,000	-	391	391
Leasing - equipment	231	125	(106)
Maintenance - equipment & software	-	642	642
Travel - transportation	390	585	195
Total Operating Expenditures	<u>\$ 3,578</u>	<u>\$ 5,848</u>	<u>\$ 2,270</u>
TOTAL EXPENDITURES	\$ 44,134	\$ 48,372	\$ 4,238
INCOME/(LOSS) Before Notional Rent	\$ (37,072)	\$ 9,300	\$ (46,372)
Notional Rent	<u>11,200</u>	<u>11,200</u>	<u>-</u>
NET INCOME/(LOSS)	<u>\$ (48,272)</u>	<u>\$ (1,900)</u>	<u>\$ (46,372)</u>

SCHEDULE OF REVENUE AND EXPENDITURES
CAMPUS BOOKSTORE
First Quarter Comparison - FY21 & FY20

	FY21 Unaudited 3 Months Ended December 31, 2020	FY20 Audited 3 Months Ended December 31, 2019	Favorable or (Unfavorable) Change
SALES			
Sales less Discounts	\$ 22,083	\$ 26,469	\$ (4,386)
Sales Returns & Refunds	(83)	(164)	82
	<u>\$ 22,001</u>	<u>\$ 26,305</u>	<u>\$ (4,304)</u>
Cost of Goods Sold			
Cost of Sales	\$ 7,649	\$ 15,391	\$ 7,741
Gross Profit on Sales	\$ 14,351	\$ 10,915	\$ 3,437
GP %	65%	41%	24%
INCOME BEFORE OPERATIONAL EXPENSES	<u>\$ 14,351</u>	<u>\$ 10,915</u>	<u>\$ 3,437</u>
EXPENDITURES			
Personnel			
Salaries	\$ 10,413	\$ 11,646	\$ 1,233
Payroll Taxes	695	718	23
Savings Plan	372	384	12
Insurance	1,934	2,007	72
Total Personnel Expenditures	<u>\$ 13,414</u>	<u>\$ 14,754</u>	<u>\$ 1,341</u>
Personnel costs as % of sales	47.33%	44.27%	3.06%
Operating Expenditures			
Bank charges	\$ 757	\$ 817	\$ 59
Cash (over)/short	-	3	3
Dues & Memberships	-	25	25
Food & catering	-	42	42
Office supplies	19	243	224
Postage, freight & delivery	1,836	60	(1,776)
Maintenance - equipment & software	-	321	321
Total Operating Expenditures	<u>\$ 2,612</u>	<u>\$ 1,511</u>	<u>\$ (1,101)</u>
TOTAL EXPENDITURES	<u>\$ 16,026</u>	<u>\$ 16,265</u>	<u>\$ 239</u>
NET INCOME/(LOSS)	<u>\$ (1,675)</u>	<u>\$ (5,351)</u>	<u>\$ 3,676</u>

SCHEDULE OF REVENUE AND EXPENDITURES
CONFERENCE SERVICES
First Quarter Comparison - FY21 & FY20

	FY21 Unaudited 3 Months Ended December 31, 2020	FY20 Unaudited 3 Months Ended December 31, 2019	Favorable or (Unfavorable) Change
REVENUE			
Facilities Rentals	\$ -	\$ 2,150	\$ (2,150)
	<u>\$ -</u>	<u>\$ 2,150</u>	<u>\$ (2,150)</u>
 INCOME BEFORE OPERATIONAL EXPENSE	 <u>\$ -</u>	 <u>\$ 2,150</u>	 <u>\$ (2,150)</u>
 EXPENDITURES			
Personnel			
Salaries	\$ 13,334	\$ 7,980	\$ (5,354)
Payroll Taxes	1,003	610	(393)
Savings Plan	800	-	(800)
Insurance	<u>1,952</u>	<u>2,024</u>	<u>72</u>
	\$ 17,090	\$ 10,615	\$ (6,475)
 Personnel costs as % of Revenue	 *	 494%	 *
Operating Expenditures			
Bad debts	\$ -	\$ 15,313	15,313
Bank charges	1	19	18
Dues & Memberships	14	14	(0)
Utilities - telephone	86	52	(34)
 TOTAL EXPENDITURES	 \$ 17,191	 \$ 26,012	 \$ 8,821
 NET INCOME/(LOSS)	 <u>\$ (17,191)</u>	 <u>\$ (23,862)</u>	 <u>\$ (6,671)</u>

PERMANENT ENDOWMENTS
Three Months Ending December 31, 2020

	Program Enhancement				Quasi		Scholarship Endowments		General & Faculty Endowments			
Equities Gain / (Loss)	\$	282,611	9.88%	\$	251,561	9.77%	\$	181,130	9.89%	\$	150,249	9.87%
Dividend & Interest		16,805	0.59%		15,230	0.59%		10,715	0.58%		8,936	0.59%
Fees		(2,561)	-0.09%		(2,305)	-0.09%		(1,640)	-0.09%		(1,362)	-0.09%
Total 1st Quarter	\$	296,855	10.38%	\$	264,486	10.27%	\$	190,204	10.38%	\$	157,823	10.37%
Average Monthly Account Balance		\$2,861,229			\$2,574,402			\$1,832,164			\$1,521,722	
ASSET GRAND TOTAL	\$	9,347,656										

To: Dr. Robert Martin
From: Danyelle Means
Date: January 2021
Subj: Office of Institutional Advancement Report / 1st Quarter Report
(October 1, 2020, through December 31, 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, 2020 – December 31, 2021
- **Mackenzie Scott \$5M Donation**
Recognizing the incredible leadership that Dr. Martin has rendered over the last 14 years, Ms. Scott's gift ushers in a new wave of donors who were previously unaware of the work the IAIA community has accomplished over the last 59 years. We are grateful to Ms. Scott and her advisors for seeing the value of such a generous donation.
- **The IAIA 2020 Year-End-Appeal**
Our 2020 Year-End-Appeal received \$321,400 in donations—exceeding our 2019 by over 300%! The YEA began with a #GIVINGTUESDAY email on December 1st. Thanks to the efforts of Social Media Manager Nicole Lawe, who blasted the appeal on all platforms, we began seeing donations coming in via the donate now button via the website. The YEA letters went out the second week of December with the help of the Foundation Board Development Committee who drafted two letters, one for major donors asking them to consider moving to the next level of recognition circle and the second, a more general request to make a donation. This simple and direct approach, referencing the scholarships and emergency funds so many of our students need, resonated with our donors.

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

1.1. Project: IAIA Foundation Board

- The Foundation Board continues its work on the overall fundraising goals to assist the Office of Institutional Advancement. Chairman Stockton Colt will work with the Executive Committee to refine the goals and present them to the Foundation Board of Directors.
- The Nominating Committee is seeking nominations to the Foundation Board of Directors. 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, if possible. Alternatively, the pole raising may become a virtual event, live-streamed for the community and the public.

Mission Objective 3: Build a College Community

3.C. Strengthen alumni involvement

3.1 Project: Alumni Association and Alumni Council

- Spring Semester of 2021 Alumni Relations Offices is working and communicating with the Alumni Council and brainstorming on collaboration for fundraising on behalf of the Alumni Scholarship Fund. With meeting scheduled monthly, we are all working towards keeping alumni engaged and informed of IAIA.
- Will be revamping the Alumni Page on the IAIA website to include Alumni Council such as hosting a blog that will be written by a Alumni Council member, an event calendar for Alumni to share of events such as Art Shows in their local community, and to updated the resources for alumni.
- Holiday Market was a success. We had 48 IAIA Family members participate from Students, Staff, Faculty, and Alumni. It was the most visited site in the month of December. With the help of Continuing Education, we were able to host classes entitled How to Build A Website. These classes were intended to help those who do not have an online presence build a simple and free website to sell their work.
- Alumni Relations have been reaching out to Alumni by email and phone calls to inform them about the online Marketplace, and also inquiring if they are interested in donating toward the 2021 Gala.

Mission Objective 4: Ensure a Safe Community

4.B. Strengthen Title IX programs and processes

4.1 Project: Alumni Council Title IX Training

- As part of the campus wide initiative to be aware of Title IX, the Office Alumni Relations and the Alumni Council members all completed their Title IX Training.

Mission Objective 5: Advance Contemporary Arts and Culture

5.B. Consider Developing a Native Research Center

5.1. Project: Research Center for Native American Arts

- The Office of Institutional Advancement will host a virtual event introducing the Research Center to a broad audience in order to build support for the \$1M in additional funding necessary to complete the project. The event will describe the necessary renovations and the center's importance to the establishment of the Native American Art History degree program.

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 and Special Events Manager Beth Karevicius are coordinating a series of events focusing on building awareness and donor cultivation in the cities hosting the traveling exhibition, *Action / Abstraction Redefined*. We hope to introduce IAIA to whole new audiences of donors.

Project: IAIA 2021 Scholarship Gala

- Preparations are underway for the 2021 Scholarship Gala. This year we will be featuring award winning clay artist Kathleen Wall. Wall has been named the 2020-2021 Museum of Indian Arts and Culture's Living Treasure. She is a two-time graduate of IAIA and is excited to create an artwork that reflects both her time at IAIA, the friendships and the continued connection to the college. Both Alumni Relations Officer, Roanna Shebala and Special Events Manager, Beth Karevicius will work to highlight Kathleen and all the artists who donate to the event. We will hopefully, by the February meeting have a decision on whether we can host the event in-person or virtually.

Project: President's Circle Virtual Events

- To further steward our major donors the OIA is hosting a series of events featuring a variety of IAIA community members as a way of recognizing their generosity and continued support of the college. On Wednesday, February 10th, retired Dean Charlene Teters will host a discussion with two of our Fall 2020 graduates. The event will feature details of their work, their practice during the pandemic and how working remotely has shaped their art. Two current students artwork will be featured as sneak peak at what they are working on for their senior BFA show in May. More information will be sent to the Trustees as the event draws near.

Mission Objective 6: Build Institutional Capacity for Growth

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

6.1. Project: OIA Workplan and CCS Fundraising

- Through the generosity of the Margaret A Cargill Philanthropies capacity building grant, the OIA has hired CCS Fundraising consultants, Lindsay Blok and Martin Camacho to review and assess the OIA Fundraising Plan adopted by the Board at November's Board meeting. CCS is currently setting up interviews and will give a brief overview of their project to the Board at the February Meeting. At the May Board of Trustees meeting, Lindsay and Martin will present their recommendations to the Board.

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

6.1. Project: Margaret A Cargill Philanthropies

- Through the generous grant from the Margaret A Cargill Philanthropies helping to build capacity in the Office of Institutional Advancement, Beth Karevicius was hired in November. Beth is a graduate of the Tisch Graduate School at NYU and comes to IAIA with years of experience running large corporate events in New York City. She also started her own successful event planning business (also in NYC) before being forced to relocate to Santa Fe after the coronavirus outbreak. I hope that you will join me in welcoming Beth to the IAIA community.
- The Office of Institutional Advancement has hired Esteban Moreno to fill the position of Advancement Services Manager. Esteban is not new to IAIA, in fact he worked within the Student Success Center in charge of student accounts and has taught as an Adjunct Professor in the Business Certificate Program. As Advancement Services Manager, Esteban will oversee both Foundation and Advancement budgets. I ask that you welcome Esteban back to the IAIA community.

To: Dr. Robert Martin, IAIA President
From: Patsy Phillips, Director IAIA Museum of Contemporary Native Arts
Date: January 22, 2021
Subj: November 16, 2020 to February 14, 2021
Staff listed: Manuela Well-Off-Man, Chief Curator; Tatiana Lomahaftewa-Singer, Curator of Collections; Winoka Yepa, Museum Education; Katherine Barry, Collection's Registrar; Sallie Wesaw-Sloan, Graphic Designer; and Thomas Atencio, Security Manager.

INSTITUTIONAL PRIORITIES

I. Improve student success

A. Increase resources for students

Lomahaftewa-Singer and Barry have concentrated on field changes and metadata exports for final conversion with Proficio Elements. The challenge of exporting data from FileMaker Pro, a customizable program that has been in use for 17 years, took more work than anticipated; however, it is likely that the new collections database will be in use by the end of January and launched to the public by early summer 2021.

B. Improve retention and completion

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. Phillips is also mentoring recent IAIA student grad, Alison Guzman, about her future.

Museum Collections staff worked with three recent IAIA graduate students Austin Big Crow, Stephanie Stewart, and Robyn Tsinniajinnie, and work-study student Daniel Pedroza who were highly active this quarter with the following projects: the inventory of textiles and clothing, pulling works for jewelry curation, conditioned and packed works for Lomahaftewa exhibit, assisted with photography of works for exhibition, assisted with new acquisitions, pulled and put away over 700 graphic works for Rebecca Dobkins visit in December, helped de-install the main gallery exhibitions in January, installed a new exhibit in the Ells Family Collection gallery curated by Robyn Tsinniajinnie, and assisted with daily collections operations.

D. Promote the involvement of all stakeholders in student success

Well-Off-Man and Barry worked with IAIA alumni Damien Moore (IAIA 2019),

Austin BigCrow (IAIA 2020), Robyn Tsinnajinnie (IAIA 2020), Stephanie Stewart (IAIA 2019), and IAIA student Daniel Pedroza on the de-installation and installation of MoCNA exhibitions and the return shipping of art loans to lenders.

Lomahaftewa-Singer participated in the IAIA virtual open house and committee through providing a virtual collection video, a new exhibition, “The Funky Bunch,” curated by Robyn Tsinnajinnie in the Ells Family Collection Gallery, attending live events, including participating in the trivial pursuit event.

Lomahaftewa-Singer attended monthly campus meetings via zoom to stay connected to the IAIA community, including ASG meetings, President Advisory meetings, Staff council meetings, and special events.

III. Build college community

A. Promote community environmental engagement

B. Promote health, wellness, and safety

Atencio manages the museum’s HVAC preventive Maintenance Services Johnson Controls and Yearout Mechanical; he continues to replace Air Filters as needed on two HVAC air handlers throughout Museum; Strategic Priority projects underway replacement of 10 conference room windows and replacement of double doors to Art Park Courtyard; Humidity system valve replacements 12 in total; renovate 2nd-floor staff bathroom upgrade all fixtures; replace flush valves in public restrooms; Coordinate and supervise GS4 contract security for Museum store post; 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 not to overcrowd areas.

C. Identify and deliver effective institutional communication

MoCNA communicates via social media and email inviting all staff and students to attend Zoom programs.

IV. Advance contemporary Native arts and cultures

A. Continue to refine and implement indigenous assessment

B. Consider developing a Native Research Center

Lomahaftewa-Singer and Well-Off-Man served as members of the Research Center and Academic Building Design Teams. The teams discussed the existing spaces of the Science and Technology and Academic buildings and how these spaces can be used, and what renovations are necessary to meet the new needs and purposes of these buildings.

C. Advance scholarship and dialogue on indigenous arts and culture

Phillips is on the Planning Committee for the 2021 Association for Tribal Archives, Libraries, and Museum's National conference in Washington, D.C., sometime late November.

Phillips held Zoom meetings with Suzan Harjo and Tanya Thrasher from the National Museum of the American Indian regarding the NMAI Symposium publication and MoCNA's collection publication.

Phillips interviews weekly the founding director of the National Museum of the American Indian, W. Richard West, for the IAIA archives.

Yepa and Well-Off-Man have been collaborating with the Consulate General of Canada and the Indigenous Curatorial Collective on an Indigenous Roundtable event for April 2021.

Well-Off-Man authored an essay on contemporary Indigenous basketry for the spring issue of *Surface Design Journal*.

Well-Off-Man gave a tour of the virtual online exhibition *Indigenous Futurisms: Transcending Past/Present/Future* to students and guests of Georgia Institute of Technology's Inclusion, Advocacy and Support Program.

Phillips and Well-Off-Man were invited to nominate contemporary Native American artists for the United States Artists Fellowship

Well-Off-Man collaborated with the Codex Foundation's *EXTRACTION: Art on the edge of the Abyss* project <https://www.extractionart.org/home> : MoCNA's upcoming exhibition *Exposure: Native Art and Political Ecology* are promoted on the Codex Foundation's website <https://www.extractionart.org/mocna> Well-Off-Man and her exhibition's co-curators submitted essays for the Codex Foundation's *EXTRACTION Magazine*: the 500+ pages book, which was published in December 2020.

Well-Off-Man was invited to join a panel with Saint Louis Art Museum curators; Alex Marr and Hannah Klemm at the fall 2021 NAASA (Native American Art Studies Association) conference: among the participants will be four IAIA artists, who will discuss their experiences at the institute during the 1960s/70s, how IAIA shaped their careers and the legacy of the early years of IAIA in the field of contemporary Native American art.

Lomahaftewa-Singer assisted in hosting the second Research Fellow, Melissa Moose Malero, and worked with Ryan Flahive and Barry on finishing the last stages of metadata and image exports for final conversion for the newly combined collections and archives database with Proficio Elements.

Since Katherine Barry started in mid-October, she has overseen all of the Acquisition Committee meetings and collections loan requests listed below:

The following items were accepted by the MoCNA Acquisitions Committee for the permanent collection at their virtual meeting held on **November 19, 2020**:

Donation: James McGrath, 39, works by former IAIA students & staff

Approved for the permanent collection by a committee:

- 1) Larry Bird (Larry Littlebird), Untitled, 1962, ink on paper, 12.75 x 16 in. (framed), \$200 value
- 2) Beaten Yazz (Yazzie), Untitled, n.d., ink on paper, 8.5 x 10 in., \$500 value
- 3) A. Suina, Untitled, n.d., oil on canvas, 26.5 x 33.5 in., \$100 value (TBD)
- 4) Neil Parsons, *Plains Elegy*, 1966, oil on canvas, 32 x 16 in., \$2000 value (TBD)
- 5) Alfred Clah, Untitled (warriors), 1965, oil on canvas, 18 x 24 in., \$300 value
- 6) Alfred Clah, Untitled (Horse Roundup), 1964, oil on canvas, 24 x 36 in., 28.75 x 41 in. (framed), \$300 value
- 7) Alfred Clah, *Monster Myth*, 1965, oil on canvas, 16.5 x 43 in. (framed), \$300 value
- 8) Ralph Aragon, *Buffalo Dancer*, n.d., oil on canvas, 10.5 x 4.75 in. (framed), \$300 value
- 9) George Crawford, *Sun Dogs*, n.d., acrylic on canvas, 13 x 6 in. (framed), \$200 value
- 10) Harry Walters, Untitled, 1963, casein on board, 14.5 x 18.5 in., 21.75 x 27.5 in. (framed), \$200 value
- 11) Tommy Montoya, *San Juan #1*, n.d., oil on canvas, 10.75 x 31 in., \$300 value
- 12) Frankie Romero, *Pottery Birds*, 1963, ink and oil on canvas, 37 x 28 in. (framed), \$200 value
- 13) Earl Eder, *Hand Bag*, 1962, oil on canvas, 30.5 x 30.5 in. (framed), \$500 value

- 14) Earl Eder, *Untitled*, 1966, oil on canvas with stringed label and paint tube caps, 24.75 x 30.75 in. (framed), \$500 value
- 15) Unidentified artist (IAIA student), *Untitled* (for Miccosukie Project), 1963, oil on canvas, 25 x 19.75 in., \$100 value
- 16) Carol Frazier, *Portrait of Alberta (Nofchissy)*, n.d., felt tip pen and ink on paper, 10.5 x 8 in., 23 x 15 in. (framed), \$200 value
- 17) Carol Frazier, *Frogs*, 1964, pencil on paper, 11.5 x 13.5 in., \$25 value
- 18) Frankie Keno, *Paiute Shield*, n.d., oil on canvas, 12 x 13 in., \$200 value (TBD)
- 19) Austin Rave, *Untitled*, n.d., oil on canvas, 18.75 x 18.75 in. (framed), \$800 value
- 20) Dan Pepion, *Untitled*, n.d., oil on board, 38 x 24.5 in. (framed), \$500 value
- 21) Dan Pepion, *Circle Dance*, n.d., oil and fabric on canvas, 16 x 30 in., \$500 value
- 22) Gloria Emerson, *Untitled*, n.d., cray-pas on paper, 11.5 x 6 in., 16 x 15 in. (framed), \$200 value
- 23) Gloria Emerson, *Untitled*, ca. 1989., cray-pas on paper, 13 x 10 in., 23 x 15.75 in. (framed), \$200 value
- 24) Ramus Suina, *Design of Sun Element*, n.d., tempera and gesso on paper, 22.5 x 12.25 in., 25 x 15 in. (framed), \$200 value (TBD)
- 25) Joe Johns, *Untitled*, n.d., collage and drawing on canvas, 60 x 46 in., \$100 value
- 26) Joe Johns, *Young Girl*, 1963, oil on canvas, 18.75 x 19 in. (framed), \$200 value (TBD)
- 27) Tom Holmes, *Untitled*, n.d., oil on canvas, 30 x 18 in. (framed), \$300 value
- 28) Atencio, *Untitled*, n.d., oil on canvas, 16.75 x 16.75 in. (framed), \$200 value
- 29) George Burdeau, *Untitled*, 1964, crayon, acrylic, and fabric collage, 22 x 30 in., \$300 value
- 30) George Burdeau, *The Hunt*, n.d., felt-tip pen and cray-pas on paper, 10 x 8 in., 16 x 20.5 in. (framed), \$300 value
- 31) Frances Quotskuyva, *Elements of True Nature*, print 15/150. n.d., natural pigments on paper, 4.5 x 4.5 in., \$30 value
- 32) Norman Scott, *Untitled*, n.d., oil on canvas, 6.75 x 12.75 in., \$100 value
- 33) Dale Jackson, *Untitled*, n.d., oil on canvas on board, 36 x 36 in., \$400 value
- 34) Georgia Masayesva, *Petroglyph in Adobe Wall*, n.d., photograph, 8.5 x 12 in., \$20 value (TBD)
- 35) Randall Sahmie, *Hopi Rain Gods*, n.d., oil on canvas, 12.75 x 36.75 in., \$400 value
- 36) Manfred Susunkewa, *Untitled*, n.d., oil on paper, 22 x 16 in., 26.5 x 20 in. (framed), \$500 value

- 37) Unidentified IAIA Student (attributed to George Burdeau), Untitled, ca. 1964, pen and ink and oil on sandstone, 12.75 x 7 x 1.25 in., \$100 value
- 38) Unidentified artist (student of James McGrath), Celilo Falls, 1955, pen and ink and oil on Columbia River basalt, 7 x 11 in., \$100 value
- 39) Unidentified artist (student of James McGrath), Celilo Falls, 1955, oil on Columbia River basalt, 6.25 x 9 x 1.75 in., \$100 value

Donation: David Neel, silkscreen print - (paperwork pending)

Approved for the permanent collection:

- 1) David Neel, *BROKEN PROMISES* (edition size: 75), 2017, silkscreen print on Stonehenge 100% Cotton 250 Gram Paper, 20 x 23.5 in., \$500 value

Donation: Romona Scholder, painting by Fritz Scholder

Approved for the permanent collection:

- 1) Fritz Scholder, *Dream #16*, 1981, oil on canvas, 80 x 68 in., \$75,000 value

Donation: Andrea Carlson, painting on paper - (paperwork pending)

Approved for the permanent collection:

- 1) Andrea Carlson; *Alleluja*; oil, acrylic, color pencil, graphite on paper; approximately 60.5 x 45.25 inches (overall paper size), 64.5 x 49 inches (framed); \$9,000 value

Donation: Tom Jones, 4 digital photographs from *Studies in Cultural Appropriation* series

Approved for the permanent collection:

- 1) Tom Jones, Cultural Appropriations, *Study #51*, 2019, Digital Photograph, Edition 1/5, 19 x 16 in., \$750 value
- 2) Tom Jones, Cultural Appropriations, *Study #53*, 2019, Digital Photograph, Edition 1/5, 19 x 16 in., \$750 value
- 3) Tom Jones, Cultural Appropriations, *Study #49*, 2019, Digital Photograph, Edition 1/5, 19 x 16 in., \$750 value
- 4) Tom Jones, Cultural Appropriations, *Study #55*, 2019, Digital Photograph, Edition 1/5, 19 x 16 in., \$750 value

Donation: Jason Brown, 1 mask (1 of pair)

Approved for the permanent collection:

- 1) Jason Brown, Dichotomasks: *Predator* (from *Predator and Prey* set), 2017, forged steel, Wolf Mask: 15.5 x 7.75 x 8 in. (with stand), \$2000 value

AIR Purchase Proposal: AIR artist Jason Brown, 1 mask (1 of pair)

Approved to purchase the following for the permanent collection:

- 1) Jason Brown, *Dichotomasks: Prey* (from *Predator and Prey* set), 2017, forged steel, Mountain Goat Mask: 15.5 x 7 x 8 in., \$2000

AIR Purchase Proposal: AIR artist Tom Jones, digital photographs with beadwork from *Strong Unrelenting Spirits* series

Approved to purchase the following for the permanent collection:

- 1) Tom Jones, *Elizah Leonard*, Strong Unrelenting Spirits series, 2019, Digital Photograph with beadwork, Edition 2/5, 40" x 40" unframed, \$8,500
- 2) Tom Jones, *Cyrus Ortiz*, Strong Unrelenting Spirits series, 2015, Digital Photograph with beadwork, Edition 1/5, 48" x 40" unframed, 53.5" x 45.5" framed, \$8,000

The following items were accepted by the MoCNA Acquisitions Committee for the permanent collection at their virtual meeting held on **December 9, 2020**:

Donation: William & Uschi Butler, painting by Raymond Nordwall - (paperwork pending)

Approved for the permanent collection:

- 1) Raymond Nordwall, *Victorious at the Battle of the Greasy Grass*, Summer 2019, oil on canvas, 60 x 48 in., \$13,500 value

Donation: Paige Pardington, ceramics by Ralph Pardington - (paperwork pending)

Approved for the permanent collection:

- 1) Ralph Pardington, Jar with Lid, ca. 1990-1995, ceramic, 12 x 6 in.
 - 2) Ralph Pardington, Mug, ca. 1990-1995, ceramic, 4 x 5 in.
 - 3) Ralph Pardington, Plate, ca. 1990-1995, ceramic, 0.75 x 6 in.
 - 4) Ralph Pardington, Plate, ca. 1990-1995, ceramic, 1 x 8 in.
 - 5) Ralph Pardington, Plate, ca. 1990-1995, ceramic, 1 x 11 in.
 - 6) Ralph Pardington, Creamer, ca. 1990-1995, ceramic, 4.25 x 3.5 in.
 - 7) Ralph Pardington, Sugar Bowl with Lid, ca. 1990-1995, ceramic, 4.25 x 3.5 in.
- *Total \$500 value

Donation: Gwynne Pardington, sculpture by Ralph Pardington - (paperwork pending)

Approved for the permanent collection:

- 1) Ralph Pardington, *Sea Turtle*, ca. 1980-1985, ceramic, 27.5 x 33 x 15 in.

The following Collection Loan requests are in process:

1. **Museum of Indian Arts and Culture, Santa Fe, NM – *Clearly Indigenous* exhibit, April 18, 2021-June 19, 2022**
 - 1) Joe Feddersen, *High Voltage Tower*, 2004, sculpture, cat. CLV-64
 - 2) Lillian Pitt, *She Who Watches*, 2014, glass, cat. YI-34
 - 3) Rory Wakemup, *Ghost Shirt*, 2014, sculpture, cat. CHP-187
 - 4) Larry Ahvakana, *Untitled*, 1978, glass, cat. ESK-105
 - 5) Tony Jojola, *Night Keeper*, 1991, glass, cat. IS-5
 - 6) Tony Jojola, *Untitled*, 1995, glass, cat. IS-7
 - 7) Carl Ponca, *Untitled*, n.d., glass, cat. OS-15

2. **Katonah Museum of Art, Katonah, NY, – *Arrivals* exhibit, October 3, 2021-Jan 23, 2022**
 - 1) Floyd Solomon, *Deceptus Magnus-Oct. 12, 1492*, 1990, graphic, cat. L-46
 - 2) Melanie Yazzie, *Guess Who's Coming*, 1992, graphic, cat. N-844

3. **Heard Museum, Phoenix, AZ, *Larger Than Memory: Contemporary Art from Indigenous North America*, traveling exhibit May 2020-Jan 2021**
 - 1) C. Maxx Stevens, *Last Supper*, 2012, installation work, cat. SE-94

4. **McMaster University Museum, Hamilton, Ontario, Canada, *We Are Made of Stardust* exhibit, Dec 2020-Mar 2021 (Preliminary Request, dates postponed)**
 - 1) Ken Tohee, *Maiden Voyager*, 1999, sculpture, cat. O-5
 - 2) Kevin Red Star, *Sun Dancers*, 1964, painting, cat. CR-9
 - 3) Susan Point, *Unity*, 1988, graphic, cat. SAL-19
 - 4) Michael McCabe, *Untitled*, 1984, graphic, cat. N-1027
 - 5) Unknown Artist, *Untitled*, n.d., graphic, cat. INST-250
 - 6) Michael McCabe, *Untitled*, 1984, graphic, cat. N-1026
 - 7) Barry Coffin, *Window to the Future*, 1992, painting, cat. PW-39
 - 8) Jaune Quick-To-See-Smith, *El Morro*, 1981, graphic, cat. FL-6
 - 9) Linda Lomahaftewa, *New Moon of the Buffalo I*, 1994, graphic, cat. H-367
 - 10) Terran Last Gun, *Sun, Moon, Morning Star*, 2016, graphic, cat. BL-53
 - 11) N. Scott Momaday, *Star Shield*, ca. 1976, graphic, cat. KI-32
 - 12) Debra Yepa-Pappan, *Live Long and Prosper* 2008, digital print, cat. J-96

5. **San Diego Art Institute, El Prado, CA, *Contemporary Indigenous Art: The Pacific Coast* exhibit, Jun 13-Nov 1, 2020 (Still awaiting formal request, dates postponed)**
 - 1) James Luna, *Half Indian/Half Mexican*, 1991, photo, cat. CAL-1

2) James Luna, *Half Indian/Half Mexican*, 2011, photo, cat. MS-79

6. New Mexico Museum of Art, exhibit, 2021 (Still awaiting formal request)

1) Armond Lara, *Yellow Horse Dancer*, 2013, carving, cat. N-1249

7. National Cowboy & Western Heritage Museum, Oklahoma City, OK, *Western Wares* exhibit, Nov 2021-May 2022

1) Lloyd Kiva New, *Pink Indian Ponies*, n.d., clothing, cat., CHE-395

2) Lloyd Kiva New, *Desert Shirt*, n.d., clothing, cat., CHE-391

3) Lloyd Kiva New, *River Jacket*, 1960, clothing, cat., CHE-387

4) Lloyd Kiva New, *Leather Handbag*, 1950, clothing accessory, cat., CHE-396

5) Lloyd Kiva New, *Wool Tweeted Men's Sport Coat*, n.d., clothing, cat., CHE-114

6) Lloyd Kiva New, *Lavender Leather Women's Coat*, n.d., clothing, cat., CHE-118

Lomahaftewa-Singer project managed *The Moving Land: 60+ Years of Art by Linda Lomahaftewa* curated by Dr. Lara Evans through coordinating works for selection, label, and panel copy development, contracts, exhibit production, layout, and design. Barry oversaw packing and shipping of loans, condition reporting of works, label copy proofing, photography of works with the assistance of collections workers.

Lomahaftewa-Singer is project managing a collections jewelry exhibit curated by Brian Fleetwood to be installed in late July 2021 in the museum's second floor Kieve Family gallery. The purpose of this exhibition is to expand the general public's awareness of the relationships between the Institute of American Indian Arts and Native jewelry, as well as many individual historically significant and influential Indigenous jewelry artists. Over the course of the past few months, Fleetwood has looked at nearly two-thirds of the collection's jewelry. Final reviews will be conducted by the spring, and Fleetwood and some of his students will begin creating special mounts for the selection.

Yepa was invited by MuseumNext, a U.K. based company, to present on the re-design of MoCNA's Social Engagement Residency Program. She will be speaking with hundreds of museum professionals, leaders, makers, and innovators about her work in designing a digital residency for Indigenous artists. The MuseumNext digital summit will be held February 22 - 26, 2021.

Yepa was invited by Ohio State University's *Women's Gender and Sexuality Studies* program to guest lecture a course on how women of color conceptualize and turn to

artistic practice as a means of creating community and affecting social change. Yepa will discuss her career as a museum professional, as an artist, and advocate for Indigenous youth.

Yepa was invited by Imagining America, a consortium that brings together scholars, artists, designers, and organizers from across the U.S., to speak about their community engagement and social change work. Yepa shared a presentation on her work as a museum professional, as a community and youth advocate, and as scholar in Indigenous culture and story work.

D. Increase internship and apprenticeship opportunities

Well-Off-Man has been working with IAIA filmmaker Frosley Fowler (Diné) and interns Emily Santhanam (Chickasaw) and Hailee Brown (Diné) on artist interviews to accompany MoCNA's traveling exhibition *Action/Abstraction Redefined*. Exhibition artists Earl Eder (Yanktonai Sioux), Linda Lomahaftewa (Hopi/Choctaw), Anita Fields (Osage), and Neil Parsons (Piikani) have been interviewed and filmed. Both interns are also writing extended labels for the exhibition. *Action/Abstraction* will travel to six museum venues, including the Saint Louis Art Museum.

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

Well-Off-Man has been collaborating with IAIA Museum studies faculty and students on a new model for IAIA's Senior Exhibition: MoCNA will host Senior shows each spring and winter in the South Gallery. Museum studies students who want to curate the exhibition, and studio art students who want to exhibit their work at MoCNA need to submit an application. A jury of faculty, museum staff, and students will select the student curator and the artworks. Unlike in the past, the senior show will be hosted simultaneously at MoCNA and on campus so that students can present their best work at the museum.

In March, we will kick off the second virtual Social Engagement Art Residency (SEAR) program. Two artists, Eric-Paul Riege (Diné) and Anna Tsouhlarakis (Dine/Greek) will participate in a one-month virtual residency where they will share their social engagement work with our community and museum audience through an online platform.

In December, MoCNA launched its first mobile application (app) that is now available on Apple's App Store and online through a web-based application. The mobile app includes a self-guided audio and video tour option, image

recognition software, an events calendar, a keypad entry feature, and an interactive map. Yepa, who developed the app with the help of Cuseum, a mobile app development company, are currently working on a membership/donation support system and ticketing software that will be featured in the app by Summer 2021.

Yepa has led a series of virtual tours for MoCNA's exhibitions, utilizing the museum's Matterport platform. The following organizations and museums have requested virtual tours: Museum of International Folk Art; Sam Noble Museum; New Mexico School of Arts; Birmingham Museum of Art and Montclair Art Museum.

Yepa was invited to serve as a juror for SITE Santa Fe's annual SPREAD event. An event designed to generate community-driven financial support to fund New Mexico artists. She was also invited to serve on the Association for Tribal Archives, Libraries, and Museum's National Planning Council for the "Sustaining and Advancing Indigenous Cultures" project.

F. Invest in professional development for faculty and staff

Phillips is a member of the International Council of Museums and attended a seminar titled "What is a Museum?" a theme currently discussed in the museum world. Phillips attended Dr. Gerald McMaster's Zoom lecture at OCAD about the artist Bill Reid.

V. Build institutional capacity for growth

A. Ensure long-term sustainability and financial security

Phillips met with Romona Scholder for her to sign donation paperwork by year-end for Fritz Scholder's *Dream #16* painting valued at \$75,000 for MoCNA's permanent collection.

Phillips submitted a final report to Art Bridges for the \$20,000 COVID grant.

Phillips submitted a proposal in January to the Ford Foundation for \$400,000 (1/4 of the \$1.6 Million Ford awarded MoCNA). Ford requested that one-fourth of the donation be spent each year over four years and that a proposal is submitted each year, although a formality and not competitive. They wanted to know what MoCNA was doing regarding diversity, equity, and inclusion, among many other questions. The proposal for 2021 included hiring three new employees: a full-time assistant curator, a part-time membership/program

coordinator, and a part-time security guard. Additionally, the proposal included costs for the exhibition *Exposure*, Social Engagement Art Residency, and other miscellaneous costs.

- B. Implement a marketing and communication plan to brand and promote IAIA
Phillips was interviewed by Debra Anderson from the Marketing & Advertising Business Unlimited, Inc. (*dba Agency MABU*) Eric Davis hired. Phillips has also been interviewed by Santa Fe Reporter, Pasatiempo, Coffee and Culture, and Site Santa Fe about the museum.
- C. Determine need and capacity for new undergraduate and graduate programs
- D. Annually reduce IAIA's carbon footprint by 5%
- E. Increase staff and faculty as the institution grows
MoCNA is increasing staff members by three under the Ford Foundation four-year grant: 1) full-time assistant curator; 2) part-time membership/program coordinator, and 3) part-time security guard.

To: Dr. Robert Martin
 From: Paul Moore
 Date: January 21, 2021
 Subject: Quarterly Board Report

2020 Fall Semester Counseling Services as of December 31, 2020

IAIA Counseling Services provided 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 received temporary or reciprocal licensure to provide telehealth in WA, OR, SD, UT, KY, AZ, ND, and NY. We were able to provide telehealth services/resource support to MFA students who have reached out during this crisis.

Academic Year Fall 2020	Total	Mila	Eliza	Madge
Number of students in Individual Counseling	64	11	39	15
Direct Hours Support Provided to Students/Staff	580	74	285	195
Reach Out from Early Alert	31	7	14	14
Number of Students/Staff/Faculty Seen in Groups	19	19	16	16
Clients with trauma	54	10	34	13
Clients with suicidal ideation (disclosed)	18	2	13	3
Substance Misuse – Working on	9	1	6	2
1 st Strike	3	0	2	1
2 nd Strike	1	0	1	0
Other Housing Issue (Warning, Concern)	2	1	0	1
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	37	6	29	2
Number of clients connected with Psychiatrist at HIS	3	1	2	0
Referrals to the ADA office for Accommodations	13	5	6	2
Counseling Supervision provided for intern and LMHC (non-independently licensed staff) required by Counseling Board	64	0	64	0

Highlights from Fall 2020 Semester:

- 10 Staff and 6 students attended our Well Being thru Expressive Arts Group offered weekly
- 64 students received individual counseling, 9 students received group counseling

- 54 / 64 students who attend counseling exhibit symptoms of trauma, 84.375%
- 18 / 64 students who attend counseling exhibit explicit suicidal thoughts, 28.125%
- 9 / 64 students who attend counseling are working on their relationship with substance use, 14.0625%
- Mila facilitated Intergenerational Stories of Resilience Project (group) with 3 students
- Madge accepted new leadership role, to be part of President's advisory council
- Post-Election Reflection Support – 4 staff and 1 student attended
- Eliza gave a talk about how and when to refer students to counseling to 26 potential Staff Advisors
- Facilitated Summer Bridge Orientation to Counseling with 15 students
- Facilitated New Freshman Orientation to Counseling with 27 students
- Obtained reciprocal or temporary licensure during COVID-19 in 8 states
- Eliza took over management/content of social media for Prevention and IQ2s Instagram pages
- 21 staff and faculty completed suicide prevention gateway keeper training- Question, Persuade, Refer which is evidence based program for saving lives and preventing suicide.
- Counseling Team created and maintained a Library Resource Guide- https://iaia.libguides.com/mental_health_resources, which received over 283 clicks as reported by Sara Quimby on 12/4/20, she said this received the most clicks of any of their guides!

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 – 283 people accessed our guide – more than any other guide as reported by Sara in the Library
- 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 arts activities for students
- Work on videos for CANVAS for introduction and continue to brainstorm wellness courses to offer through CANVAS
- Preliminary Research for creating presentation to staff and faculty on historical trauma and trauma and ways they might support students with these responses in the classroom.

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 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
10/23 -10/25/20	Group Art Therapy/Family Art Therapy – Institute for Sensorimotor Art Therapy
12/11 -12/13/20	Guided Imagery and Symbols in Art Therapy – Institute for Sensorimotor Art Therapy

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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Student Activities

Date	AUGUST STUDENT ACTIVITIES	Attendance
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 its Giveaway time!	38
9/4/2020	Chalk it up Near & far!	2 entries for 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	10
9/15/2020	Grab N'Go Tie Dye Kit	55
9/17/2020	Virtual Beading Circle	10
9/18/2020	Friday Archery-On campus	5
9/21/2020	ABQ zoo tickets	10
9/24/2020	Virtual Beading Night	6

Date	OCTOBER STUDENT ACTIVITIES	Attendance
10/2/2020	Halloween Door Decorating Kits	25
10/5/2020	Spooky Photo Contest	46 on-line participation for voting
10/9/2020	D.I.Y Dad Hats	38
10/7/2020	Hangry Kits	50
10/9/2020	Virtual Paint Night with Paige	9
10/12/2020	Halloween Make-up Challenge	7
10/13/2020	Craft N' Go Pick-up	30
10/15/2020	Virtual Beading Night with Faithlyn	10

10/21/2020	Creepin' it Real Free throw Contest	4
10/22/2020	Virtual Beading Night with Faithlyn	7
10/23/2020	Virtual Paint Night with Paige	10
10/30/2020	Virtual Costume Contest	3
10/31/2020	Halloween Trail	Campus Event
	OCTOBER Online/On-Campus Participation totals	244

Date	NOVEMBER STUDENT ACTIVITIES	Attendance
11/6/2020	Poetry Contest Theme "Your Heritage"	7
11/2/2020	Rock Your Mocs T-shirt Design Contest	5
11/10/2020	Stuff a Critter	45
11/12/2020	Virtual Beading Night with Faithlyn	9
11/13/2020	Fashion Design Contest Theme "Traditional Dress"	5
11/13/2020	Virtual Paint Night with Paige	6
11/15-21st	IAIA Rock Your Mocs – Photo submissions	28
11/17/2020	Root beer Floats Pick-up N' Go	35
11/19/2020	Virtual Beading Night with Faithlyn	8
11/20/2020	Virtual Paint Night with Paige	5
	NOVEMBER Online/On Campus Participation	153

DATE	December Student Activities	Attendance
12/3/2020	Holiday Pictionary Contest- Winter Wonderland tickets	18
12/9/2020	Hot Cocoa & Donuts	17
12/7-11	5 Days of Giveaways DECEMBER Online/On Campus Participation	58 Registered Participants 45 on-line participation 138

Housing

- Resident Assistants (RAs) went through their first entirely online Zoom training. Normally, we would meet in-person, but due to quarantine restrictions, RA Training was altered to allow those RAs on quarantine to still be part of the larger learning experience.
- In connection to a great RA training, New Freshmen Check-In Day went off without a hitch. Even with the lower than expected turn out. The Returning Student Check-In process has also gone very smoothly. I do want to thank Facilities for their stellar work in getting rooms ready, as well as Senior Housing Staff being instrumental in that process.
- Despite some concerns that the dorm may be a bit under booked, with the current totals and assignments, Housing is expecting a well-booked Residence Center.

- Housing, along with the ADA Committee, rewrote elements of the Emotional Support Animal Policies to get them in line with ones used by other Colleges. There is a plan to rework the Emotional Support Animal Policy completely over the summer to get it in line with other institutions.
- Housing still aims to expand on the Residence Center being more widely Gender Neutral, so a student can be assigned between both floors freely. Housing aims to receive student feedback about the idea.
- Housing continues to enforce COVID-19 policies and procedures. Thankfully, up to this point in time, Housing has had no confirmed cases in the Residence Center.

Student Life

The grant funded Prevention Program Staff took positions with other organizations near the end on Fall semester, the program manager position has been posted. The current applicant pool does not have the prevention program or grant management experience that we are looking for. Currently the Counseling department and Activities are continuing the programming outreach, and this may be the way forward in providing outreach, training and activities related to prevention on campus in the future.

The Associated Student Government went through a large shift in the Fall semester with one officer graduating, the President withdrawing due to health concerns and one officer becoming a new Mother. The one current student officer Shantel Chee has been working diligently in outreach to the student body to recruit candidates for the open positions. With the assistance of the ASG advisees and social media campaigns run through activities Student Life has an agenda to hold elections and get the ASG back to full capacity. In the first week of the semester there has been a resurgence of interest in participation and applications for open positions have started to come in with an election slated for the later part of February. The ASG continued to hold open meetings and support clubs through the Fall Semester, and club applications are being processed for the Spring Semester.

Student Life received funding through the unmet needs budget process to increase our Student Sports on campus and is working to create club-based teams in Golf (with our current player going to a national tournament this year) Disc Golf, Basketball and Archery. Student Life is also currently working to secure a grant thru USA Cycling for TCU's and HBCU's to start a collegiate cycling program. Our activities department received 14 mountain bikes thru a USDA Grant That student have started to check out this semester.

In the transportation area during fall semester there were 27 regular student riders using transportation to medical appointment, art supplies and personal shopping.

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.