

Institute of American Indian Arts
HYBRID President's Cabinet Meeting
Wednesday, September 06, 2023 11:00 – 12:00 PM
Notes

1. Opening – Patsy Phillips

2. Opening Positive Note

Dr. Martin asked Larry Mirabal about his vacation and cruise and Larry reported he had a grand time.

3. Accept Meeting Notes – July 12, 2023, President's Cabinet Meeting

Dr. Martin introduced for consideration and approval the President's Cabinet Meeting Notes of July 12, 2023. There were no corrections, deletions, or additions.

Larry Mirabal made the motion to accept the meeting notes, and Felipe Colon seconded. Patsy Phillips and Mary Beth Worley abstained. Motion carried to accept the notes.

4. President's Office – Dr. Martin

Dr. Martin discussed the highlights of the Board of Trustees' Actions at the August 2023 Meeting. The August meeting has been a Board Retreat in the past, but the decision was made to wait on a retreat or training until after the five new board members are sworn in at the November meeting.

The FY 24 budget was approved along with the other resolutions for third-quarter gift acceptance and the IPS adjustment.

Dr. Martin discussed the agenda for the Board of Trustees' November meeting in Washington, D.C. He informed the Cabinet members that if they have business, want to attend, and have the funds in their department budget, submit a justification for his consideration.

Dr. Martin asked Larry Mirabal to review the FY 25 Budget Request to the Office of Management and Budget (OMB) that will be submitted next week.

Larry reminded everyone that IAIA has forward funding, therefore the possible government shutdown will not affect the college.

5. Provost Update – Felipe Colon

Provost Colon gave a Student Enrollment update to the Cabinet. Full-time Enrollment is at 545, with 275 on campus and online, 48 online only, 99 graduate students, 100 – 112 in the dual credit program, and 22 continuing with a non-degree path. Dual credit students have varying semester dates, so those numbers are expected to fluctuate. Headcount enrollment projections are 885 – 900 which is a 5% increase over last year.

There have been five student withdrawals this year, while in the past there were only one or two. Family or health issues have been the reasons cited.

Provost Colon reported on vacant IAIA faculty positions. The current open positions are the Associate Dean, Dean, A.I.R. Manager, and the RCCNA Manager. Dana Warren resigned her position as A.I.R. Manager this morning. Academics is exploring interim options.

IAIA hired Diana Ellenwood to be the new Student Services Coordinator. Mary Silentwalker, Associate Dean, left for a position at CNM and her position has been split into two temporary

manager-level positions, with Veronica Bustamonte taking on recruitment and admissions and Lorissa Garcia taking on the student services role.

All vacant faculty positions were filled apart from Creative Writing.

6. Communications - Jason Ordaz

Jason discussed the upcoming Open House on September 21 in the afternoon. He requested the Cabinet ask their departments to organize the same demonstrations as last year and if they have something new and creative to add, that's even better.

Laurie reported on the vaccination clinic for Open House. Student vaccines will be paid for by IAIA. The Covid-19 Booster shots are no longer free and now are \$115 per person. Pneumonia and shingles shots will be available at the next event. The State of New Mexico pays for children's (18 and under) vaccinations.

Jason asked the Cabinet to confirm, add, and delete names from the list of people who have Email Sending Authority to IAIA mailing groups. He emailed that list to the Cabinet earlier.

Submission Timelines for Publishing Events and Articles

Jason announced the timelines for getting information out to the IAIA Community, to the public and for getting articles published. See below.

Community Email and Events

- 3–5 days for review and then to be sent to community and posted on the community calendar

Press Releases and Stories

- 3–7 days if all materials are submitted including quotes, data, and factual information
- 5–14 days (or more) if the article requires research, interviews, photos, and review

Dr. Martin requested that Jason send it to the community each semester.

7. Institutional Research – Mary Beth Worley

Mary Beth discussed the Achieving the Dream invitation for IAIA to become a leader college. It is a prestigious honor to be invited, allows IAIA to apply for grants that are not available to non-leader colleges, and there is no fee for the 3-year designation. The Cabinet agreed to move forward with the Leader College Application, which is due Tuesday, October 17, 2023.

Mary Beth also discussed the meeting that she had with Dr. Martin, Larry Mirabal, Anthony Coca, and the CNM and SFCC President discussing the possibility of joining CNM and the Santa Fe Community College in a Consortium to share resources through the *Collaborative for Higher Education Shared Services (CHESS)*. Workday is a cloud-based ERP solution that will consolidate the various financial, payroll, and human resources applications from CHESS colleges into one central system.

Submit questions to Mary Beth and copy Dr. Martin by the end of the day on Friday, September 15. Dr. Martin will meet with Becky Rowley, SFCC President and the Board Chair of CHESS, after the questions have been reviewed and address any issues. Dr. Martin

believes that this will help us to better serve our students. Mary Beth will send the Chess site link to everyone.

Mary Beth remarked that there seem to be no plans for Empower to update the system in the future, and we have had more downtimes this year than in the past.

Mary Beth reported that the HLC Assurance Argument is going very well and there should be a draft by the end of September or first week of October. There is still lots of work to be done between now and March.

8. Museum Update – Patsy Phillips

Patsy updated the Cabinet with the Museum plans for restructuring security and facilities with a Security Manager and a part-time Facilities manager who will work 3 days a week, managed by Vincent, after Thomas' retirement.

9. Institutional Advancement – Suzette Sherman

Suzette provided an IAIA Benefit and Auction Update. It was a very successful event held on August 16th, which engaged long-time and new donors. It grossed about \$760,000, with an approximate cost of \$115,000. There will be a debrief next week with the Foundation Board, Advancement, and Dr. Martin. One of the biggest challenges is how to get students involved and engaged in the future.

Suzette, Jason, and Dr. Martin unveiled the iconic 60/50 Cara Romero photo at a ceremony in the Student Success Center, with the donors and several students present. The donors were pleased that students will see it on a regular basis.

10. Announcements

Patsy Phillips announced that the Museum is running competitions for two students to go to the Venice Biennale.

Dr. Martin announced that there will be a training opportunity at the Santa Fe Community College for professional development and leadership and management.

11. Closing Positive Note

Patsy Phillips reported that the exhibit **Exposure** opened at the El Paso Art Museum, which is a prestigious venue.

Meeting adjourned at 1:00 p.m.