

Institute of American Indian Arts
President's Cabinet Meeting
LKN Welcome Center – Boardroom 202
Tuesday, June 26, 2018 | 11:00 a.m.

Present: Dr. Robert Martin, Angie Brown Aimee Balthazar (on behalf of Larry Mirabal), Bill Sayre, Carmen Henan, Charlene Carr, Charlene Teters, Eric Davis, Judith Pepper, Laurie Logan Brayshaw, Nena Martinez-Anaya, Patsy Phillips

Guest Todd Spilman

Absent: Larry Mirabal

Opening: Bill Sayre

1. Opening

Dr. Bill Sayre proved the opening.

2. Opening, Positive Note

Congratulations to Eric Davis, in acknowledgement of his earning his MFA in Creative Writing from IAIA.

3. Approval of Minutes

Dr. Martin introduced for consideration the approval of the Cabinet Meeting Minutes of the May 23, 2018 meeting. Dr. Sayre made, and Eric Davis seconded the motion to approve the minutes. The vote on the motion was unanimous. Motion carried.

4. 2017 – 2018 Unit Accomplishments

Dr. Marin requested that the 2017 – 2018 Unit Accomplishments are to be submitted by July 11 and should be based on action plans and include anything considered to be a major accomplishment.

5. Operationalizing the Respect for Diversity Core Value

Discussion centered around the low score regarding the equity survey for achieving the dream. Dr. Martin shared the board's concurrence that there needs to be more discussion and ongoing training.

Dr. Martin and others attended the Staff Council retreat. Emily Stern, an adjunct instructor and tutor, presented a session focused on respect for diversity and understanding lateral violence and bullying. Ms. Stern is currently the Director for the Center of Diversity Integrated Learning for the College.

Dr. Martin and Ms. Stern have discussed her developing a proposal to provide training and ongoing sessions with facility, staff, and students. The training will be focused on the core value of respect and inclusion. Upon receipt of the proposal, Dr. martin will share it with the group.

Patsy Phillips was under the impression that the staff was not invited to staff council meetings and the retreat. After further discussion, it was clarified that all staff are invited, including cabinet members, and encouraged to attend sessions and meetings but cannot act in the capacity as an officer. The event overall was well received.

6. HLC Assurance Argument Plan

IAIA's Assurance Argument Plan is due to be submitted to the Higher Learning Commission (HLC) at the end of July; Dr. Sayre has received positive feedback from Dr. Susan Murphy regarding the document. Dr. Murphy was especially pleased with the evidence provided for core component 4b regarding the assessment of student learning. Both Dr. Sayre and Valarie Nye will continue to finalize the argument between now and July 31, which will be submitted to the HLC review team for their evaluation and feedback. Each cabinet member has received a copy of the argument and is encouraged to provide feedback, ideas or additional evidence for support. Dr. Sayre will be reaching out to cabinet members to assist with any questions or additional information requested from the HLC review team. The next step is to identify a system to handle and store the next six years of information on a regular basis and develop processes for each group to follow and upload material into either a share drive or SharePoint set up by institutional research.

Going forward, HLC will ask for our involvement in quality projects. Dr. Sayre has accepted to serve as a peer evaluator for the National Association of Schools of Art and Design (NASAD), which will help us to stay current on changes that will affect the Institution. Dr. Martin also suggested faculty members are needed as peer evaluators.

Dr. Martin and Dr. Sayre emphasized merging the strategic and the assessment plans to avoid duplicating efforts, HLC requires integrating the strategic planning with the budget and assessment of student learning outcomes.

It is also time to update the 2010 Campus Master Plan. Dr. Martin commended Dr. Sayre and Ms. Nye in their efforts incomplete the Assurance Argument.

7. Achieving the Dream

Dr. Martin announced the two new ATD co-chairs: Jennifer Love and Jessie Ryker-Crawford who are assuming leadership this summer.

The ATD Core Team is developing its charge or charter that focuses on outcomes and a communication plan that will inspire the total campus to become involved in supporting student success. Campus involvement will require cabinet leadership and participation. Dr. Sayre reminded the group of the three priority focus areas: developmental and general education, increasing financial support and improving attendance.

8. Advancement – Update on Scholarship & Dinner

Judith Pepper announced that there are 3 tables and 15 general admission tickets left to sell. Currently there are two \$10,000 sponsorship tables remaining and if the potential sponsors do not respond there may be room for additional general admission tickets. Dr. Martin suggested that if the \$10,000 sponsorships do not sell, an alternative would be to lower the price to a \$5,000 or \$2,500 sponsorship.

Other updates from Ms. Pepper; Dennis Esquivel who created a treasure chest that will contain donations from 6 artists. All are invited to the Roxanne Swientzell bronze pouring at the foundry on Thursday, July 27.

Dr. Martin commended Ms. Pepper and volunteers for their continued dedication in coordinating the event.

9. Employee Performance Reviews

Aimee Balthazar presented on behalf of Larry Mirabal who is currently representing Dr. Martin in Alaska for at the American Indian Higher Education (AIHEC) meeting. Ms. Balthazar reminded the group that annual performance reviews are due end of July, Todd Spielman has sent the forms and information and will be available for assistance.

10. Student Transportation Solutions

Ms. Balthazar updated the group about the new bus stop, which is complete pending the installation of the bench. ASG contributed \$6,000 to the project, which will provide a shelter to students, faculty and staff who use the bus transportation.

11. Clip Report

Eric Davis shared information regarding recent publications by Tommy Orange and Terese Marie Mailhot and other activities in the school and museum that have been noted in the paper. Alumni have become active lately, which is receiving coverage in the media. and occasionally there is a piece on our top alumni.

12. Internet Stats

Mr. Davis shared that website traffic will slow down for the next a couple of months, website has dropped 23,000 to 21,000 sessions, users have also dropped from 13,000 to 10,000. The top ten referral pages and demographics users have remained the same.

Facebook was 20,500 reaching the same groups of people, engagement has dropped with the highest numbers showing during graduation and music festival.

Museum is over 1,300 reaching over 4,000 people with the largest audience between the ages of 45 -54. Google business is a little low as well. Should start to spike in July.

13. Admission Numbers & Recruitment

Ms. Nena Martinez Anaya shared the [Attached Admissions Report \(page 6\)](#) and announced that 85 new Freshmen have confirm; with the goal of 95. Transfers have fallen from last year due to the closing of SFUAD. The final acceptance date for new, transfer and international students moved from August 8 to July 27 to verify accuracy between Academics, Admissions, Bookstore, Housing, and Registrar departments. Graduates are up from 22 last year to 45 this year. Numbers did not change for international students. Non-degree enrollment is predicted to increase towards the end of the semester with a rise in readmits.

Ms. Anaya shared the [Attached spreadsheet \(page 7\)](#) identifying the recruiting schedule for next summer and fall academic year. Ms. Anaya will share the specific high schools that the recruiters are targeting with Dr. Martin. This information will be shared with the board because they may want to join in recruitment efforts in their areas. Ms. Teters suggested sharing this information with specific tribes. Ms. Pepper requested to share this with other individuals and to include alumni encouraging them to attend.

Ms. Anaya discussed the draft [Strategic Enrollment Management \(SEM\) Plan 2020](#) and credited Dr. Sayre for statistical assistance. The 2020 plan is to help guide recruitment and retention efforts. Retention has grown due to the some of the action teams meeting their goals, for example; the Marketing Action Team with the assistance Mr. Davis has helped achieve their goal regarding the refresh, revamp, enhance, and

maintenance of the website. The Empower Action Team has automated the application process. Other teams consist of the On-Line Action Team in the development of an online handbook to seek out candidates interested in online courses. There is still focus on other Action Teams, i.e. the International Recruitment Action Team continues the success of recruiting from Japan, China, South, Korea Canada, and England. The ADA Action Team works to ensure ADA Federal Compliance. Ms. Anaya introduced for consideration the approval to formalize the Strategic Enrollment Management Plan (SEM) 2020 Plan. Dr. Sayre made, and Ms. Henan seconded the motion to formalize the SEM 2020 Plan moving forward. The vote was unanimous. Motion carried.

14. Student Employment Policy

Ms. Charlene Teters asked if there were a policy regarding student employment; and wondered if a student who has a work study job of 20 hours per week and a paid internship counts as two jobs. The discussion centered around a student who had both a campus job in Advancement and an internship but had to drop the internship.

Todd Spilman, HR Director, was invited to the meeting for clarification. Mr. Spilman stated that there was a rule that did not allow a student to have two jobs; it was not an HR rule, but it was through financial aid. During the summer it is ok to exceed the 20-hour rule but not during the regular semester.

The question was then asked if two programs can share in the compensation cost and Mr. Spilman stated yes, they can split a student's salary between two departments. During the summer they are not student workers rather than temporary or part time workers.

Ms. Teters stated that the student dropped the internship because the student was under the impression that they could not do both. To remedy the situation, Ms. Laurie Logan Brayshaw recommended the student receive an incomplete grade in the Internship then re-take take the course later.

15. Announcements

Ms. Patsy Phillips announced the opening the NEO Exhibition this Saturday, June 30, at the Armory Center for the Arts in LA, a nonnative venue. Desert art lab will be opening at Colorado College.

16. Closing on a Positive Note

Ms. Phillips announced the receipt of \$10,000 from the Native Arts and Cultures Foundation for the Social Engagement Residency.

Ms. Peppers announced that Advancement will meet the \$30,000 challenge by one of the donors who will then donate \$10,000 to the Houser's Scholarship.

Dr. Martin, shared that Larry Mirabal was informed by OMB IAIA should submit a 2020 budget justification in September reflecting a 5% reduction but later was told it not applicable to IAIA.

Adjournment

Meeting adjourned at approximately 12:21 p.m.

Office of Admissions & Recruitment

Admissions Report as of June 22, 2018

Application Type	Total Applications	Accepted	
New Freshman	283	181 TOTAL	(217 FA17 this time last year)
		85	Accept Confirmation
		30	Provisional
		30	Declined Admissions
		3	Deferred
		7	Enrolled
		19	NF Bridge
		0	CHECKED IN
Transfer	46	19 TOTAL	(32 FA17 this time last year)
		11	Accept Confirmation Total
		7	CONS (5 SFCC, 1 HINU, 1 UAK)
		1	Declined Admissions
		1	Deferred
		4	Enrolled
		0	CHECKED IN
Graduate	45	41 TOTAL	(22 FA17 this time last year)
		3	Declined Admissions
		27	Accept Confirm
		10	Deferred
		6	Enrolled
International	4	2 Total	(2 FA17 this time last year)
		1	Accept Confirm
		1	Declined Admissions
		1	Enrolled
Certificate	11	7 TOTAL	(2 FA17 this time last year)
		0	Declined Admissions
		6	Accept Confirm
		0	Deferred
		0	Enrolled
Non-Degree	3	2 TOTAL	(1 FA17 this time last year)
		0	Declined Admissions
		1	Accept Confirm
		1	Deferred
		0	Enrolled
Readmit	10	10 TOTAL	(4 FA17 this time last year)
		0	Declined Admissions
		5	Accept Confirm
		0	Deferred
		1	Enrolled
TOTAL	402	262	

DATES	EVENT
FISCAL YEAR 2018	
JUNE	
June 15-16	NAU Upward Bound
June 24	Ohkay Owingeh Feast Day
JULY	
July 7-9	NABI, AZ
July 5-9	San Diego/SO CAL UNITY
July 12	Eight Northern Indian Pueblo Council Youth Conference
July 14	Holga Piachi Native Film Festival, OK
July 16-20	Ya'at'teeh Shiyazhi Youth Conference, N Agency
July 26-28	Chickasaw Arts Academy
July 26	Santa Ana Pueblo Feast Day
AUGUST	
August 4	Santo Domingo Pueblo Feast Day
August 18-19	Indian Market
SEPTEMBER	
September 4-7	NM College Days NE Area (Santa Fe, Las Vegas, Albuquerque)
September 10-14	NM College Days NW Area (Grants, Gallup, Farmington area, Dulce, Taos, Los Alamos)
September 17-21	Phoenix, AZ
September 17-21	Montana Area
September 17-21	Idaho Area
September 24-28	NM College Days ABQ Area
FISCAL YEAR 2019	
OCTOBER	
October 1-5	Portland, OR Area
October 1-5	Washington, OR Area
October 6-7	Indigenous People's Day, Santa Fe
October 8-12	ATLAM/ Prior Lake MN
October 8-13	NIEA, Hartford, CT
October 15-19	AK Area
October 15-19	N AZ Area
October 22-26	Phoenix/Tucson, AZ Area
October 22	Mesa College Night
October 23	Tucson College Night
October 25	N AZ College Night
Oct 29-Nov 2	Oklahoma Area
NOVEMBER	
Nov 2-4	Indigenous Comicon, ABQ
Nov 5-7	Mecalero Area
Nov 12-16	LA Area, CA
Nov 16-17	Pueblo Film Festival, ABQ
Nov 26-30	Oklahoma Area
DECEMBER	