

Institute of American Indian Arts

President's Cabinet Meeting LKN Welcome Center – Boardroom

Wednesday, September 20, 2017
10:00 a.m. – 11:00 a.m.

MEETING MINUTES

Present:

Dr. Robert Martin	Judith Pepper	Dr. Bill Sayre
Carmen Henan	Charlene Carr	Charlene Teters
Eric Davis	Larry Mirabal	Patsy Phillips
Laurie Logan Brayshaw	Nena Martinez Anaya	Melanie M. Lopez

Other Staff Present: Chee Brossy

1. **Opening:** Laurie Logan Brayshaw
2. **Opening Positive Note:** Laurie Logan Brayshaw, who just returned from vacation in Europe, gave the Opening Positive Note.
3. **Approve Cabinet Meeting Minutes:** August 30, 2017 President's Cabinet Meeting

Motion to Approve the Minutes:

Charlene Teters made the motion to approve the meeting minutes.

Second:

Eric Davis

Outcome:

Passed by unanimous vocal approval.

4. **Renewal of Academic Building Studios and Classrooms:** Dr. Martin

A renewal project to replace equipment, furniture, workstations, lighting and flooring for the studios and classrooms in the Academic Building, which is about 17 years old, will be initiated. Renovation of office will be considered as well. We are in the process of establishing a committee to steer the project. The committee will be led by Larry Mirabal, CFO and will include the facilities director who is scheduled to begin employment on November 1st, Charlene Teters, two faculty members and two student representatives from ASG. Eric Davis has been asked to assist in branding the project and communicate progress on all its phases. The goal is to complete most of the work during FY18. We are also exploring offering low residence MFA in studio arts.

5. **Construction Update:** Larry Mirabal

Construction is still on target for a mid-October finish. Over 90% of the glazing and glass is in place. Locker rooms and bathrooms are tiled, and fixtures and patricians are being installed. The building has electricity throughout the building. The HVAC systems are scheduled to come online this week. Once that is completed it will allow for temperature control in the building. At that point, the flooring can be delivered. The black box theater is almost complete. The grid system is being

installed. The outdoor concrete is almost complete which includes the courtyard. Sidewalk work is also being completed. The scoreboard was delivered and will be installed.

Fitness equipment – United States Department of Agriculture (USDA) Rural Development asked for invoices for approval of equipment before it is ordered. We are waiting to receive approval from USDA Rural Development. The equipment is customized in IAIA colors. The equipment vendor that JoAnn Bishop, Fitness Director, chosen has a 6-8-week lead time. We don't know if the equipment will be received on time for the Open House. We may consider staging old equipment until the new one arrives. Dean Charlene Teters reminded the Cabinet that we need equipment to remain in the old gym building for the purposes of continuing the current classes. Dr. Martin asked if USDA Rural Development is aware of our time line. Since there would be a cost to move existing equipment to the new building and it may interfere with current classes and activities, Laurie Brayshaw will ask the vendor if they have equipment that we may borrow just to show for open house until our order is ready.

6. Enrollment Report: Nena Martinez Anaya - Projected

- FTE 517 our goal was 550, up 8.5% from last fall.
- Headcount 657, we exceeded the goal of 630. Up 12.5% from previous fall semester.
- Graduate program was a little low. We usually get about 30 students in that program. Our numbers were brought down a little.
- Dual credit students– we have gained 9 students from that program.
- 5 foreign countries, 35 states, 100 tribes
- Disability number is increasing, 32 students
- 327 first generation students
- 13 veterans
- 24 is the average age of our students
- Actual credits enrolled by class
- Number of students in creative writing has increased.
- We have a lot of transfer students from SFUAD in the creative writing program.
- Enrollment goals/Actuals
- Number of students coming from each state and country
- Tribal report – 100 tribes are represented
- Largest tribal representation is the Navajo nation

Dr. Martin asked to see the total FTE and Headcount on campus.

7. Housing Report: Carmen Henan

- Total for On-Campus housing is 190
- 4 students housed off campus in the Axton Apartments
- Residence hall, 145
- Family housing 45
- 1 Housing suspension
- There are some vacancies in housing
 - ADA 2 with single rooms
 - RA, 4 rooms

8. Student Reps on Institution Committees: Carmen Henan

- ASG needs to appoint student representatives to committees. The following committees still need students appointed:
 - Communications Committee – Chad Brown Eagle resigned.
 - Finance and Administration – Elizabeth (who) is the student representative until the position of treasurer is filled.
 - Student Success Committee
 - Institutional Advancement
 - Campus Public Art Committee
 - HLC Assessment Academy
 - Achieve the Dream Core Team Museum Committee
 - Environmental Health & Safety Committee

9. Update on Scholarship Dinner and Auction: Chee Brossy, Alumni Relations Manager

- The Scholarship Dinner and Auction was the most successful.
- \$208,000 raised for scholarships
- Institutional Advancement did a great job in organizing the event, which contributed greatly to its success.

10. Alumni Association – Planning Stages: Chee Brossy, Alumni Relations Manager

- Alumni Association is in the planning stages
- The idea is to create an association of alumni who will relate to the school and develop a life-long relationship with IAIA.
- Considering starting with a non-dues program to encourage initial involvement.
- Graduates will be immediately inducted into the Alumni Association once they've graduated from IAIA.
- Many of the scholarship applicants express in their essays how unique the IAIA campus is and that it is the reason they choose to apply and remain with IAIA..
- November are the elections for the Alumni Council officers.

11. Achieving the Dream Engagement Sessions: Dr. Sayre

- The Co-Chairs from ATD, Craig Tompkins and Blue Tarpalechee, have organized a series of meetings with IAIA faculty, staff and students. These are the engagement sessions, which will be used to gaining information in selecting the projects to be implemented to improve student success.
- First meeting for staff was on September 19th. There was great attendance at the meeting (21).
- Child care and Health Care are two of the issues that arose during the meeting.
- David Beams mentioned that it would be helpful to have Health Care.
- The expense of having a Clinic could not be justified because the usage of the clinic was so minimal.
- Bring in a traditional healer, massage therapist, and other alternatives are being explored.
- The art therapist has been increased to full-time to help with mental health issues.
- Dr. Sayre is getting together with Rachel in the bookstore to plan a survey, which will give insight into the book program.

12. Governor's Higher Education Summit, September 29, 2017: Dr. Sayre

- Dr. Martin, Larry Mirabal, Charlene Teters, Craig Thompkins, Blue Tarpalechee, & Anita Gavin will be attending.
- Leaving IAIA Campus at 8:00 am

13. Clip & On-line Metrics Reviews: Eric Davis

- Comparing August and July, The number of sessions went up from 18,000 to over 25,000.
- Users went up 11,300 to 11,700
- Page views went up from 42,000 to 61,000
- Time on sight increased to 2 minutes 47 seconds per session
- Demographics are the same
- Referrals and acquisitions are consistent
- FB page over 19,000 likes
- FB page over 25,000 people reached during this month
- Museum had almost 100 new likes this past month

Extra money in the catalog budget was used to advertise the course catalog on Facebook. More than 500,000 impressions of the ad for the catalog. Over 5,000 followed to the website to find out more about IAIA. 288,000 people were reached.

14. Announcements:

- Carmen Henan announced that they are working with LGTBQ Club in student life. They are planning an awareness week. It is scheduled for February 26th – March 2nd. Seeking funding for a keynote speaker.

15. Closing Positive Note:

- The scholarship dinner was a great celebration of student success.